BOXFORD



ANNUAL REPORT
2007

The Town of Boxford acquired two significant parcels of land during 2007 totaling almost ninety acres.

Cargill Field: The May 2007 Annual Town Meeting authorized the purchase of the Cargill property consisting of 14 acres from Bill and Alicia Cargill with funding from the Community Preservation Act. The town successfully applied for and received a grant from the Massachusetts Self-Help Grant Program in excess of 50% of the purchase price. This conservation land acquisition helps to preserve our water resources and protect a part of Boxford's rich agricultural heritage

Haynes Land: The October 2007 Special Town Meeting authorized the purchase of the Haynes property consisting of 75 acres from the Elmlea Partnership Trust. This acquisition was funded by debt issued under the Community Preservation Act. Town Meeting authorized the use of this property for any Community Preservation Act purpose including recreation, open space, community housing and historic preservation. The Special Town Meeting warrant article also requested the Selectmen appoint an ad hoc advisory committee to recommend and delineate specific uses of the 75 acre parcel in keeping with the authorized Community Preservation Act purposes. Engineering and soil evaluations of the property are underway with more proposed for 2008. Plans will be presented to a future town meeting to determine the optimum specific uses of the land.

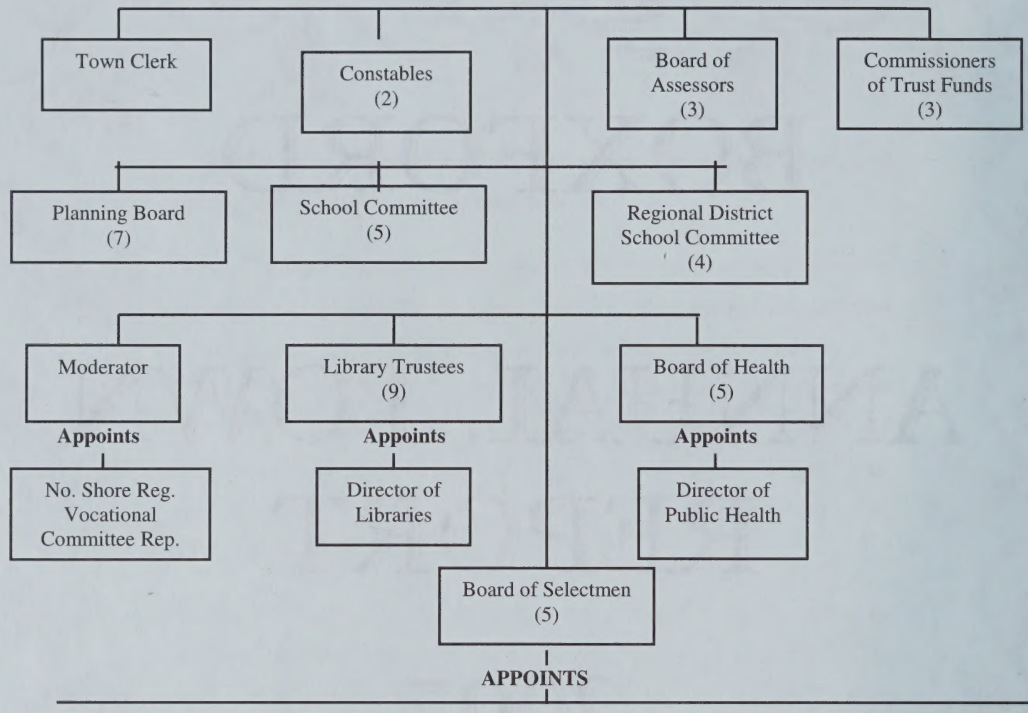
BOXFORD

ANNUAL TOWN REPORT

2007

Boxford, Massachusetts

BOXFORD OFFICIALS
VOTERS ELECT



OFFICERS
Town Administrator
Animal Control Officer
Civil Defense Director
Communications Director
Director of Municipal Finance/ Town Accountant
Fire Chief
Election Officers
Forest Warden
Treasurer/Tax Collector
Parking Clerk
Police Chief
Supt. of Public Works
Sealer of Weights & Measures
Town Counsel
Veterans' Agent
Veterans' Graves Officer

COMMITTEES
Agricultural Commission
Community Preservation
Council on Aging
Board of Appeals
Cultural Arts Council
Cable TV Advisory
Capital Budgeting
Computer Management
Conservation Commission
Facilities Maintenance
Fence Viewers
Finance Committee
Town Forest
Historic District Commission
Inspectors of: Animals, Buildings, Wiring, Plumbing/Gas
Lakes, Ponds & Streams
Boxford Land
Lincoln Hall Study
Personnel Board
Recreation
Recycling
Registrar of Voters

AD HOC COMMITTEES
Bay Circuit Program
Community Path Study
Housing Partnership
Boxford Playground Committee

INDEPENDENT SERVICES FOR THE TOWN OF BOXFORD
Boxford Athletic Association
BTA/BOLT, Inc.
Historic Document Center
H.A.W.C. (Help for Abused Women & Children
Tri-Town Council on Youth & Family Service
Boxford Cable Access Television

VOLUNTEER APPLICATION
TO SERVE ON A TOWN BOARD/COMMITTEE

If you are interested in serving on an appointed town committee, or if you have expertise in an area which you would like to share with a town board or committee, please complete the following and forward to:

Boxford Town Hall
Office of the Selectmen
7A Spofford Road
Boxford, MA 01921
978-887-6000, Ext. 502

Name_____

Address_____

Telephone: Home_____Office_____Fax:_____

COMMITTEE INTEREST:

Brief summary of your background: (you may enclose a separate letter if desired)

THANK YOU FOR YOUR INTEREST IN SERVING THE TOWN

IN MEMORIAM
2007

CECIL H. FARNSWORTH
1929 - 2007

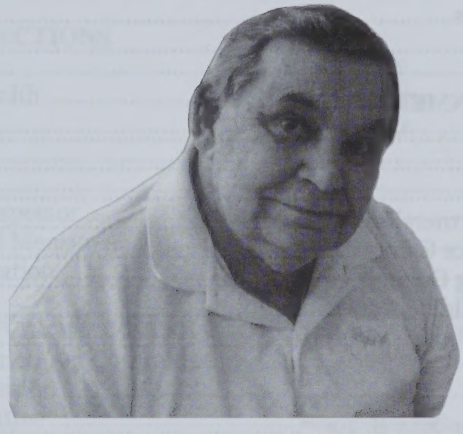
Part time Police Officer in 1956, promoted to part time Sergeant in 1960 (the first Boxford Police Department Sergeant); acting Chief of Police in 1966, then remained as Sergeant until 1968. East Parish Constable 1966 to 1969; Special Police Officer 1975 to 1979.

RICHARD G. HOPPING
1925 - 2007

Lieutenant in the Fire Department, Boxford Bicentennial Committee, Superintendent of the Cemetery Association, American Legion and past Commander of the James L. Melvin Post #379 as well as instrumental in the establishment of the WWII monument in Boxford.

ROBERT J. HALLORAN
1933 to 2007

Robert Halloran served on the Board of Selectmen from 1992 to 1993 as well as in other capacities in Town: Zoning Board of Appeals, Finance Committee, Democratic Town Committee, Town Constable and as a member of the American Legion.



SHARON L. BENSON
1961 – 2007

Sharon Benson served on the Boxford Elementary School Committee from 1992 to 1997 and on the School Building Committee from 1993 to 1996.



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TOWN OFFICERS

Elected

Appointed

Committees, Boards & Commissions

Ad Hoc Committees

Schools

Independent Services

Meeting Schedules

ELECTED TOWN OFFICIALS

MODERATOR	Gerald R. Johnston (2008)
BOARD OF SELECTMEN	Stephen A. Davis, Chair (2008) Charles J. Costello (2009) Barbara G. Jessel (2010) Barbara A. Beardsley (2009) Peter C. Perkins (2010)
TOWN CLERK	Patricia A. Shields (2010)
BOARD OF ASSESSORS	David F. Benson, Chair (2010) Debra Nippes-Mena (2008) Paul Dettorre (2009)
BOXFORD SCHOOL COMMITTEE	Elizabeth Leary, Chair (2009) Pamela Messenger (2008) Charles E. Killam (2008) Cynthia Murphy (2009) Cynthia Foster (2010)
MASCONOMET REGIONAL DISTRICT SCHOOL COMMITTEE	Daniel J. Volchok, Chair (2008) Kimberly Holliday (2009) Elizabeth Mullard (2008) Steven D. Eimert (2009) James Shanahan (2009)
PLANNING BOARD	Robert C. Gore, Chair (2010) Robert T. Ford (2011) Joseph C. Hill (2009) Holly Langer (2012) Ellen Nestervich (2010) J. Steve Merriam, Jr. (2011) Joseph C. Hill (2009) Patrick G. Canonica (2011)
BOARD OF HEALTH	Louise B. Kress, Chair (2010) Mark P. Mitsch (2009) Barbara P. Stanley (2008) Richard Taylor (2008) Lillian Graham (2009)

TRUSTEES OF THE BOXFORD PUBLIC LIBRARIES	Christine MacNeill (2010) Susan E. Daley (2009) Kristen Blaeser (2010) Frank Quackenbush (2008) Christine Barensfeld (2008) Jane M. Moody (2009) Carole Davis (2009) J. Guy Simmons (2008)
CONSTABLES	
- *EAST PARISH*	Mark Balding (2008)
- *WEST PARISH*	David Smallman (2008)
COMMISSIONERS OF TRUST FUNDS	Judith F. Carr, Chair (2008) Samuel N. Shields (2009) Anthony C. DiNanno (2010)

APPOINTED TOWN OFFICERS

TOWN COUNSEL (ACTING)	Kopelman and Paige, P.C.
TOWN ADMINISTRATOR	Alan J. Benson
DIRECTOR OF MUNICIPAL FINANCE/ TOWN ACCOUNTANT	Kathleen J. Benevento
SUPERINTENDENT, DEPARTMENT OF PUBLIC WORKS	John C. Dold
POLICE CHIEF	Gordon A. Russell, Jr.
FIRE CHIEF	Kerry C. Stickney
INSPECTOR OF BUILDINGS	Kenneth A. Ward
DIRECTOR OF COMMUNICATIONS	Warren Gould
DIRECTOR OF PUBLIC HEALTH	Kendell Quarles
DIRECTOR BOXFORD EMERGENCY MANAGEMENT	Robert D. Hazelwood
DIRECTOR OF PUBLIC LIBRARIES	Diane H. C. Giarrusso
PROCUREMENT OFFICER	Alan J. Benson
TREASURER/TAX COLLECTOR	Ellen S. Guerin
VETERANS' AGENT	Edward Vincent Mitchell *(District Director)*
VETERANS' GRAVE OFFICER	Kenneth H. Chadwick
FOREST WARDEN	Kerry C. Stickney
ANIMAL CONTROL OFFICER	Helen L. Phillips
ALTERNATE ANIMAL CONTROL OFFICER	Reed Wilson
AMERICAN DISABILITIES ACT COORDINATOR	Mary Ann Nay
PARKING CLERK	Ellen S. Guerin

SEALER OF WEIGHTS & MEASURES	Robert Cronin
NORTH SHORE REGIONAL VOCATIONAL SCHOOL DISTRICT REPRESENTATIVE	Michael S. Crowe
DIRECTOR OF ASSESSMENT	Lauren M. Woekel
ASSISTANT TREASURER	Julie Languirand
DEPUTY TAX COLLECTOR	Kelley & Ryan Associates, Inc 7 Rosenfeld Drive Hopedale, MA 01747

COMMITTEES, BOARDS AND COMMISSIONS

COUNCIL ON AGING	Richard F. Taylor, Chair (2010) Gertrude Freedman (2008) Carol Patnaude (2009) Joan Tarleton (2008) Marjorie A. White (2008) Joan Tarleton (2008) F. Richard Shaw (2010)
AGRICULTURAL COMMISSION	Randolph Johnson, Chair (2008) A. Gordon Price (2008) Michael Smolak, Jr. (2010) Laura Grabski (2009) Louis Athanas (2010)
BOARD OF APPEALS	William Cargill, Jr., Chair (2009) Robert W. Conroy (2010) Paula Fitzsimmons (2008)
BOARD OF APPEALS (*Alternates)*	K. Erin Hohmann (2008) Richard Corsetti (2010) KathleenO'Sullivan-Fortin (2009)
CAPITAL BUDGETING COMMITTEE	Joyce Ricklefs, Chair (2008 Enid E. Thuermer (2010) Michael E. White (2010) Robert W. Conroy (2009) Geoffrey E. Buswick (2008)
COMMUNITY PRESERVATION COMMITTEE	Peter Delaney, Chair (2008) Marsha Blythe-Brown (2008) J. Steven Merriam, Jr. (2008) Virginia Havey (2008) Peter Richards (2008) Barbara G. Jessel (2008) Neil S. Olansky (2008) Barbara Shade (2008 F. Richard Shaw (2008)
COMPUTER MANAGEMENT COMMITTEE	David Manzi, Chair (2008) Randall F. Castle (2010) Kirk E. Jones (2009) Preston G. Galarneau, Jr. (2010) Paul Dettorre (2008)

CONSERVATION COMMISSION

Bankson C. Riter, Jr., Chair (2008)
Harry C. Reifel, Jr. (2009)
Patricia Morris (2010)
Lana Spillman (2009)
Francis A. DiLuna (2008)
Peter Richards (2010)
Paul French (2010)

BOXFORD CULTURAL COUNCIL (ARTS COUNCIL)

Mark Balding, Chair (2009)
Amy Antonucci (2009)
Bradley A. Sweet (2010)
Lucia Clark (2009)
Cherie Hoyt (2008)
Thomas Bailey (2009)
Lynne Afrow-Ellis (2010)

ELECTION OFFICERS - Precinct I

Democrat	***Republican***
Irene Decoulos, Clerk	Barbara Ross, Deputy Warden
Beverly Perkins, Deputy Clerk	Stephen Knowles, Warden

ELECTION OFFICERS – Precinct 1
Unenrolled

Maryann Clemens, Inspector
Holly Langer, Deputy Inspector
Mary E. Bolen, Inspector
Kenneth Sargent, Inspector

ELECTION OFFICERS - Precinct II

Democrat	***Republican***
Patricia J. Gleason, Warden	Judith Gore, Clerk
Ruthann Budrewicz, Inspector	Charlene Mead, Inspector
Jane E. Smallman, Deputy Inspector	June A. Baldwin, Inspector
Ann D'Ortona, Inspector	

ELECTION OFFICERS – Precinct II
Unenrolled

Leona Gormley, Deputy Inspector
Carole A. Caley Inspector

ELECTION OFFICERS – Precinct III

Democrat	***Republican***
Michelle McLaughlin, Deputy Warden	Virginia Keilty, Warden
Natasha Grigg, Inspector	Carol Patnaude, Inspector
Linda Sargent, Deputy Clerk	

ELECTION OFFICERS – Precinct III
Unenrolled

Carol Prouty, Inspector
Toby Mead, Inspector
Beverly May, Clerk
Bruce Carter, Inspector

FACILITIES MAINTENANCE COMMITTEE	Peter L. Morbeck, Chiar (2008) Richard E. Stern (2008) Frank Quackenbush (2008) Alfred Adam (2008) Steven Howell (2008)
FENCE VIEWERS	Board of Selectmen
FINANCE COMMITTEE	Preston Galarneau, Chair (2009) Peter Bernardin (2008) Timothy M. Feeney (2010) Peter J. Fortin (2010) Michael E. White (2010) John O'Connell (2009) Geoffrey E. Buswick (2008)
TOWN FOREST COMMITTEE	Harold E. Garside, Chair (2008) Paul R. French (2010) Robert W. Hazelwood (2009) Thomas M. Thomassen (2008)
HISTORIC DISTRICT COMMISSION	Gwendolen Perkins, Chair (2008) Virginia Havey (2008) Melanie Pearsall (2010) Anna Pulcinska (2010) Brian Gregory (2009)
HISTORIC DISTRICT COMMISSION ***(Alternates)***	Nancy N. Merrill (2010)
INSPECTORS:	
ANIMALS	Allison A. Hayes (2008)
BUILDING *Building (Alternate)*	Kenneth Ward (2008) Glen Clohecy (2008) John Caldwell (2008)
DIRECTOR OF HEALTH	Kendell Quarles (2008)
GAS/PLUMBING *Gas/Plumbing (Alternate)*	David Leavitt (2008) Richard Danforth (2008) Steven Addario, Jr. (2008)
ELECTRICAL *Electrical (Alternate)*	David Levesque (2008) Douglas Small (2008)

BOXFORD LAND COMMITTEE	Peter Delaney, Chair (2009) Peter Bernardin (2008) Robert C. Gore (2010) Natalie Grigg (2010) Stuart Saginor (2008)
MASCONOMET REGIONAL SCHOLARSHIP COMMITTEE	Diane E. Gori (2008) Bonnie Theriault (2008) Barbara G. Jessel (2008) Patricia Morris (2008) Jane R. Ferrara (2008)
PERSONNEL BOARD	Lisa Luchetti, Chair 2008) Peter C. Perkins (2008)
POLICE DEPARTMENT **Chief of Police**	Gordon A. Russell, Jr. (2008)
Lieutenants	Robert D. Hazelwood (2010) James B. Riter (2008)
Full Time Patrolmen	Louann M. Bonney (2010) Robert E. Corliss (2010) Kara Decoteau (2010) John D. Iannazzo (2010) Thomas J. Nentwig (2010) Brian Williams (2010) Joseph Borodawa (2008) Matthew Dupont(2008) David Barker (2008)
Reserve Police Officers	Allilio Paglia (2008) Paul E. Polonsky (2008) Harold W. Trombly (2008) John C. VanLoon (2008) Scott Bucuzzo (2008) Peter Cheverie (2008) Tyler Dechene (2008) Michelle Nowak (2008) Garry Abraham (2008)
Special Police Officer	Helen Phillips (2008) Paul M. Bates (2008)

RECREATION COMMITTEE	Thomas Brown, Chair (2010) Nancy N. Merrill (2010) Joseph M. Martinho (2008) John A. Rowen (2008) Dennis Whittemore (2009) Marsha Blythe-Brown (2009) Howie Emmons (2010)
RECYCLING COMMITTEE	Karen Sheridan, Chair (2010) Teri Allen (2010) Lorraine Ott (2008) Joanna Daniel (2010) Nancy C. Woolford (2009)
REGIONAL RECYCLING COMMITTEE	Karen Sheridan, Chair Teri Allen
REGISTRAR OF VOTERS	Patricia A. Shields, Town Clerk Anne C. Mannheim (2009) Karen L. Sheridan (2008) Bradley A. Sweet (2010)
ASSISTANT REGISTRAR	Maureen Felton (2008)
VETERANS' GRAVES OFFICER	Kenneth H. Chadwick (2007)
VETERANS' AGENT	Edward Vincent Mitchell (2007)
WEIGHER OF COMMODITIES	Officer Thomas J. Nentwig (2008) Officer Brian Williams (2007) Officer Robert Corliss (2008)

AD HOC COMMITTEES

BOXFORD BAY CIRCUIT PROGRAM COMMITTEE	Nancy Merrill, Chair (2008) Beverly Ingalls (2008) Allison Chase (2008) Andrzej Plucinski (2008) Bankson C. Riter, Jr. (2008) Stephen Davis (2008) Natasha Grigg (2008)
BOXFORD HOUSING PARTNERSHIP COMMITTEE	Joseph Hill, Chair (2008) Judith Stickney (2008) Peter Delaney (2008) Gridley M. Losee, Jr. (2008) Joseph Callahan (2008)
COMMUNITY CENTER STUDY COMMITTEE	F. Richard Shaw, Chair (2008) Richard F. Taylor (2008) Peter C. Perkins (2008) Gertrude Freedman (2008) Peter L. Morbeck (2008)
D.P.W. GARAGE & OFFICE BUILDING COMMITTEE	Alfred Adam, Chair(2008) Richard F. Taylor (2008) Stephen Davis (2008) David Smallman (2008) Michael F. White (2008)
FRIENDS OF THE ACKERMAN PLAYGROUND COMMITTEE	Rebecca Lundrigan, Chair (2009) Christine Hoxha (2010) Meredith Shaw (2008) Robin Beardsley (2009) Lila Haynes (2010)
HAYNES LAND ADVISORY COMMITTEE	William Brown, Chair (2009) Howie Emmons (2009) J. Steven Merriam, Jr. (2009) Angela Steadman (2009) Joseph Callahan (2009) Richard Cashin (2009)
LAKES, PONDS & STREAMS COMMITTEE	Grant Anderson (2008) Brooks Tingle (2009) Peter Morbeck (2008) Dennis Whittemore (2009) Alexander Constan (2009)

LIBRARY FACILITIES BUILDING COMMITTEE	Peter Morbeck, Chair (2008) J. Guy Simmons (2008) Barbara Beardsley (2008) Timothy Feeney (2008) Anna Plucinska (2008) Judy Anderson (2008) Ronald Aron (2008) Joan Cluster (2008) Sharon Glass (2008) Ben Messenger (2008) Peter Delaney (2008) Robert Hazelwood (2008)
LINCOLN HALL BUILDING COMMITTEE	Robert Hazelwood, Chair (2008) Peter Morbeck (2008) Stephen A. Davis (2008) Alfred Adam (2008) Peter Perkins (2008)
PERMANENT NON-SCHOOL BUILDING COMMITTEE	Timothy M. Feeney Alfred Adam Margaret Chow-Menzer Frank Quackenbush

TOWN OF BOXFORD SCHOOLS

TRI-TOWN SCHOOL UNION – 978-887-0771 (FAX: 978-887-8042)
Superintendent's Office
28 Middleton Road
Boxford, MA 01921

Dr. Bernard Creeden, Superintendent
Antoinette Valcourt, Administrative Assistant
Steven Greenberg, Director of Finance & Human Resources
Stephen Clifford, Director of Facilities

SPOFFORD POND ELEMENTARY SCHOOL – 978-352-8616 (Fax: 352-7855)
31 Spofford Road
Boxford, MA 01921

Lawrence Fliegelman, Principal
Kathleen Cyr, Student Services Coordinator
Elizabeth Larivee, Secretary to Principal
Mary Dodge – School Secretary

HARRY LEE COLE ELEMENTARY SCHOOL – 978-887-2856 (Fax: 887-0703)
26 Middleton Road
Boxford, MA 01921

Kathryn Nikas, Principal
Ann Knight, Secretary

MASCONOMET REGIONAL DISTRICT HIGH SCHOOL – 978-887-2323
20 Endicott Street
Topsfield, MA 01983

Dr. Claire Sheff Kohn, Superintendent (X 6110) (Fax: 887-3573)
Pamela Culver, High School Principal (X 6107) (Fax: 887-7243)
Donald Doliber, Assistant High School Principal (X 6349) (Fax: 887-4931)
Peter Delani, Assistant High School Principal (X 6268) (Fax: 887-4931)
Susan Givens, Chief Financial Officer (X 6112)
Olga Langlois, Administrative Assistant (X 6111) (Fax: 887-3573)
Catherine Cullinane, Middle School Principal (X 6302)

NORTH SHORE REGIONAL VOCATIONAL SCHOOL DISTRICT 978-762-0001
30 Logbridge Road, P.O. Box 230
Middleton, MA 01949
Michael S. Crowe, Boxford Representative (978-887-3986)

INDEPENDENT SERVICES FOR THE TOWN OF BOXFORD

BOXFORD CABLE ACCESS TELEVISION
1 Camelot Drive
Boxford, MA 01921
www.boxfordcabletv.com
Bradley Sweet
President

BTA/BOLT, Inc.
Boxford Trails Association-
Boxford Open Land Trust, Inc.
7 Elm Street, 2nd Floor
P.O. Box 95
Boxford, MA 01921
Judith Gore
President
(978) 887-7031

H.A.W.C.
Help For Abused Women and their Children
27 Congress Street
Salem, MA 01970
Candace Waldron,
Executive Director
(978) 744-8552

HISTORIC DOCUMENT CENTER
173A Washington Street – P.O. Box 122
West Boxford, MA 01885
Hours: Wednesday 9AM - 4PM
Saturday 10AM - 3PM
Martha Clark
Archivist
(978) 352-2733

TRI-TOWN COUNCIL ON YOUTH AND FAMILY SERVICES, INC.
P.O. Box 219
5 Main Street
Topsfield, MA 01983
Gary Sinclair
Executive Director
(978) 887-6512

MEETING SCHEDULE
TOWN BOARDS/COMMITTEES

Board of Selectmen – Meets every Monday at 7:30 pm in Meeting Room #1 in the Town Hall at 7A Spofford Road. (Summer Schedule varies)

Finance Committee – Meets in the Town Hall, 7A Spofford Road during budget season. (Check Town Website and Bulletin Board in Town Hall for postings)

Conservation Commission – Meets every first and third Thursday of the month at 7:30 pm in Meeting Room #1 in the Town Hall.

Board of Health – Meets the second and fourth Wednesday of the month at 7:30 pm in Meeting Room #1 in the Town Hall.

Planning Board – Meets every first and third Wednesday of the month at 7:30 pm in Meeting Room #1 in the Town Hall.

Zoning Board of Appeals – Meets the fourth Thursday of the month at 6:30 pm in Meeting Room #1 in the Town Hall.

Board of Assessors – Meets on the second Tuesday of the month at 8:00 a.m. in the Town Hall.

All other Boards and Committee meetings will be posted on the Town Hall Bulletin Board by the Town Clerk's Office. Call the Town Clerk's Office on 978-887-6000 ext. 501 if you wish to post a committee/board meeting.

(Additional meetings and/or changes are posted
on the Town Hall Bulletin Board.)

GENERAL GOVERNMENT

Board of Selectmen

Town Counsel Report

Personnel Board

Boxford Housing Partnership Committee

Facilities Maintenance Committee

Lincoln Hall Building Committee

Library Facilities Building Committee

Community Center Study Committee

BOARD OF SELECTMEN

As reported in each of the annual reports in recent years, the Town continues to struggle to maintain municipal services with less and less discretionary revenue. We are, of course, limited by Proposition 2 and 1/2, but we are also further constrained by the receipt of decreased revenue sharing from the Commonwealth. We are receiving less State Aid than we received in 2002. Further, whereas some communities receive nearly 100% of their school costs from the state, and most others at least half, Boxford receives only about 10%. There is almost no new home construction and our local excise tax revenues are falling, based on fewer new cars being purchased.

Selectman Neil Olansky, a long time board member, retired, and former Fire Chief Peter Perkins was elected to fill the opening. As a result of licenses issued by the Board of Selectmen, many residents in town are now able to choose between Comcast and Verizon for cable television services. The Board has been assured that many of those homes not yet able to access competitive cable services, mainly located in residential areas with underground utility cables, will be able to acquire Verizon FIOS products in 2008.

A contract was awarded for the historical renovation of Lincoln Hall, and construction began in earnest in early 2008. The Town also authorized the purchase of two large land areas, the Cargill property (14 acres) and the Haynes property (75 acres). After much deliberation the Selectmen decided to consolidate all non-school building committees into one permanent 5 person building committee. Each of the former committees will continue to operate until they gradually hand off their projects to the new committee.

Our roads are in better shape than they have been in many years, thanks in large measure to the efforts of John Dold, our D.P.W. Superintendent and his staff. Additionally, our legislative delegation helped secure a $130,000 direct State grant to resurface the vast majority of Route 133. Our recently acquired brush cutter continues to greatly improve line of sight along our roadways, and has elicited many favorable comments from many of our citizens.

The Police Department returned to full manning this year and Officer James Riter was promoted to lieutenant. The Council on Aging completed their acquisition of a van, fully funded by a State grant and private donation, which will greatly assist those senior townsfolk who can no longer drive. Additional Town Meeting action included funds to initiate renovations on the Holyoke-French Barn and zoning changes to allow accessory apartments to be used as affordable housing units.

Boxford town government is entirely dependant on the volunteer efforts of our residents. The Board of Selectmen encourages all citizens to participate in Town governance and join the dozens and dozens of dedicated volunteer committee

members who strive to keep Boxford an attractive and vibrant community in which to live and raise our families.

Board of Selectmen

Stephen A. Davis, Chair
Charles J. Costello
Barbara G. Jessel
Barbara A. Beardsley
Peter C. Perkins

ANNUAL REPORT OF TOWN COUNSEL

1. Arnone v. Boxford Zoning Board of Appeals
Essex Superior Court, C.A. No. 00-01944
03800-0029

This action involved a complaint filed under G.L. c.40A, §17 appealing the Zoning Board of Appeals' decision upholding the building inspector's denial of a building permit for a lot 17D, at 111 Washington St., which did not meet the contiguous buildable area requirement. In July, 2006 the Land Court issued a decision affirming the Zoning Board of Appeals decision. This decision disposed of the three pending actions in a manner consistent with the Zoning Board of Appeals' decision. This case is closed.

2. Baybutt Construction v. Town of Boxford
U.S. District Court, No. 04-10608MLW
03800-0059

In this action, the plaintiff sought recovery for allegedly owed and unpaid sums under the Town Hall construction contract. The plaintiff also sued the project architect in a separate legal action. A settlement was reached in the case between the plaintiff and the Town. This case is closed.

3. Connolly, et. al. v. Boxford Zoning Board of Appeals
Land Court, Misc. No. 312091
03800-0065

This action involved an appeal by several abutters and neighbors of the Zoning Board of Appeals' grant of variances and a special permit to allow the construction of a wireless communications facility at 47C Pond Street. A stipulation of dismissal was filed. This case is closed.

4. Friends of Ipswich River, et. al. v. Boxford Zoning Board of Appeals
Essex Superior Court, C.A. No. 05-01231
03800-0066

This action involves an appeal of the grant of a comprehensive permit by the Zoning Board of Appeals to Woodlot LLC, including a claim for damages. Woodlot filed a motion for summary judgment, which was ultimately denied. The private parties then requested a stay of the litigation while they worked on a resolution of the dispute.

5. Grant, et al. v. Boxford Zoning Board of Appeals
Essex Superior Court, C.A. No. 06-1027
03800/0077

This action involves a complaint filed in June, 2006 appealing the grant of a special permit to demolish a nonconforming residence at 361 Main

Street and construct a new residence. See Grant v. Zoning Board of Appeals below.

6. Grant v. Boxford Zoning Board of Appeals
Land Court MISC 345667
03800-0077

This action involves a complaint filed in April 2007 appealing the Zoning Board of Appeals' decision upholding the issuance of a building permit for property at 361 Main Street to construct a new house in place of existing nonconforming house. A notice of appearance was filed May 30, 2007.

7. Haszard v. Boxford Planning Board
Land Court, Misc. No. 273914
03800-0033

This was an appeal of the Planning Board's denial of ANR endorsement for a plan showing land at 45B Glendale Road based on a determination that access was illusory. Following discovery, both parties filed cross-motions for summary judgment. The Court granted partial summary judgment to the plaintiff on the issue of the power easement blocking access and held that a trial was necessary relative to the remainder of the case. The parties agreed to a settlement. This case is closed.

8. Nissenbaum v. Town of Boxford
Essex Superior Court, C.A. No. 99-01247
03800-0024

This action involves a complaint filed in June 1999 pursuant to G.L.C. 40A, section 17 alleging that the Ingaldsby Farm Stand violates the Town's zoning by-laws and seeking enforcement of same. The parties filed cross-motions for Summary Judgment which were denied by the Court on June 13, 2005. A trial was held June 12 through June 14, 2006. In a decision dated March 12, 2007, the Court made certain rulings and remanded the matter to the Zoning Board of Appeals for further proceedings consistent with the Court's opinion. The Zoning Board of Appeals is now conducting a remand public hearing per the order of the Court.

9. Ontell v. Boxford Zoning Board of Appeals
Land Court, Misc. No. 325615
03800-0084

In this matter, the plaintiffs appealed the grant of a special permit to co-defendants for the construction of a garage to accommodate eight to ten cars on their property at 32 Partridge Lane. The Court has remanded this matter to the Zoning Board of Appeals for reconsideration following receipt of a written recommendation from the Planning Board. The Planning Board issued their recommendation and the Zoning Board of

Appeals again voted to grant the special permit, which the plaintiffs again appealed. The parties filed cross-motions for summary judgment. A hearing was held on January 28, 2008 and the Court took the matter under advisement.

10. Sackrider v. Boxford Planning Board, et al.
Land Court, Misc. No. 296356
03800-0057

In this matter, the plaintiff's appealed conditions imposed upon a subdivision that they claim was constructively approved for property located at 154 Spofford Road. Cross motions for summary judgment were filed and a hearing was held on December 20, 2006. The decision is pending.

11. Silverman v. Boxford Planning Board
Land Court, Misc. No. 294134
03800-0055

This action involves a certiorari appeal and claim for declaratory relief from a Planning Board decision that the brick column and wall located at 35 Appleton Lane violate the scenic roads act. This case is pending.

12. Town of Boxford v. Arnone
Land Court, Misc. No. 267057
03800-0027

This action involved an appeal filed by the Town challenging a claim of constructive grant of a variance and appeal of the building inspector's decision regarding Lot 17D located at 111 Washington Street. In July, 2006 the Land Court issued a decision affirming the Zoning Board of Appeals. This decision disposed of the three pending actions in a manner consistent with the Zoning Board of Appeals' decision. This case is closed.

13. Walker Development Corporation v. Boxford Conservation Commission
Land Court, Misc. No. 293333
03800-0054

This action involves a certiorari appeal and claim for declaratory relief from decision of Conservation Commission denying order of conditions for common drive on Bennett Road. After modifications were made to the project, and the applicant agreed to grant a conservation restriction on portions of the property, the Commission agreed to reconsider the denial of the Order of Conditions. Following a public hearing, an Order of Conditions was issued to approve the project. A joint stipulation of dismissal was filed with the Land Court in February 2006.

14. Walker Development Corporation v. Boxford Planning Board (II)
Land Court, Misc. No. 304598
03800-0088

This action involves an appeal filed pursuant to G.L.c.41, sec.81BB and G.L.c.249, sec.4 (following remand from the Land Court) challenging the Planning Board's refusal to endorse an Approval Not Required plan for property off Bennett Road. The plaintiff has appealed the Trial Court's judgment in the Board's favor. The Appeals Court affirmed the Land Court's decision and the plaintiff took no further appeal.

15. Walker Development Corporation v. Boxford Planning Board (III)
Land Court, No. 07 MISC 343633 (Sands)
03800-0090

In this matter, the plaintiff filed an appeal to the Land Court from the Planning Board's August, 2006 denial of an Approval Not Required endorsement for a two-lot plan on the same property off Bennett Road that is the subject matter of Walker II. The parties filed cross motions for summary judgment. At the hearing on the motions, the Court directed the parties with an opportunity to file a joint motion to remand the matter to the Planning Board to provide the plaintiff with an opportunity to present further information with regard to the grades of the property. The Planning Board conducted a remand hearing, including a reconsideration hearing, but ultimately denied endorsement. The case has been returned to the Land Court and is scheduled for further hearing on summary judgment on March 24, 2008.

16. Winchell v. Boxford Planning Board (I)
Land Court, Misc. No. 300373
03800-0062

This action involved an appeal of the Planning Board's denial of an Approval Not Required endorsement of a plan for land at 583 Main Street (a pork chop lot created under the Town's Zoning Bylaws). A stipulation of dismissal was filed. This case is closed.

17. Winchell v. Boxford Planning Board (II)
Land Court, Misc. No. 302453
03800-0061

This action involved an appeal of the Planning Board's denial of second application for an Approval Not Required endorsement of plan for land at 583 Main Street (a pork chop lot created under Town's zoning bylaws). A stipulation of dismissal was filed. This case is closed.

PERSONNEL BOARD

At the Town Meeting held on May 8, 2007, the Board recommended a Pay Plan for Fiscal Year 2008 which included a 3% pay increase for Classification Plan Employees.

In October, 2007, following a request by the Board of Selectmen, it was voted to recommend that Town Meeting (held on October 23, 2007) adopt the changes to the personnel bylaw proposed by the Selectmen. The Personnel Board further proposed that, to ensure that the bylaw language clearly and accurately reflects intent, certain language be improved and better defined at a future town meeting.

Respectfully,

Personnel Board
Lisa Luchetti, Chairperson
Peter Perkins, Vice Chairperson

BOXFORD HOUSING PARTNERSHIP

The year of 2007 was a very busy one at the Boxford Housing Partnership (BHP). In the May 12th annual meeting, the Town voted to accept bylaw 196-13D, which defined the special permit process for the voluntary conversion of accessory apartments for affordable rental. This is a vehicle for the Town to obtain credit for affordable units and serve local needs of residents. This will be accomplished without additional construction.

Town approval of the bylaw was only the first of many steps. The Massachusetts Attorney General approved the bylaw in late summer. By November, the Department of Housing Community Development approved the regulatory agreement between the Town and the owner. By early 2008 a preliminary package outlining the permitting process will be presented to the Zoning Board of Appeals for their review.

In the fall Town meeting, a block of land known as the Haynes Property was purchased by the Town. The intended use was three fold: recreation (ball fields), conservation and affordable housing. The BHP appointed Joseph Callahan as its representative to the newly formed Haynes Committee. Discussions started at the BHP meetings to determine the parameters of an affordable housing development that would be pertinent to the Haynes Property.

There were some changes in the partnership during the year. Judi Stickney stepped down as Chair of the Committee, with the gratitude of the Committee for her service. Joseph Hill was appointed as Chair. The Selectmen appointed Louise Kress as the Board of Health liaison. She has been a valuable asset in assessing health issues with potential developments.

Joseph C. Hill, Chair
Judith Stickney, Clerk
Gridley M. Losee, Jr.
Peter Delaney
Joseph Callahan

FACILITIES MAINTENANCE COMMITTEE

The Facilities Maintenance Committee reports progress in many areas of repairs to the town buildings.

Repairs to the Town Hall are moving ahead. So far we have seen: upgrades to the HVAC system for the building, blinds installed in the offices, an increase in the water pressure for the building so the lavatories are functioning properly, drainage problems around the building have been fixed by creating drywells at various wet spots, an actuator valve for the furnace system has been installed, and drainage of water at the back door has been improved so that water no longer cascades from the porch roof. The Town Hall still has many problems: chief among them are replacement of 12 doors, water leakage of the air conditioning in the HVAC system, two new pumps are needed for the boiler system, hooking up the town computers to the emergency generating system, and a system needs to be found to mitigate the green color from the back roof copper that has penetrated the blocks in the back wall.

At the Police Station progress has made on the water purification system, and the building will be repaired and painted in the spring of 2008.

At the Libraries plans were made to place a security door for the basement, provide egress from the building in the children's section, bury the exposed wiring in the children's section, and replace the front door. Further progress has been made toward the decision to repair the libraries or build a new facility.

The D.P.W. Department has rented a trailer for office space, created a proper lunch room facility for the employees, painted the building, replaced heating units, upgraded the lighting in the building, and plans are in the works to upgrade the exhaust system for the building.

At the Fire Department the town has placed or repaired dry hydrants at Lilly Pond, at the west fire station pond and on Wyndmere Drive. The fire stations will take an inventory of problems at their buildings and list them for maintenance action.

This year Lincoln Hall upgrades and repairs are underway.

At the Community Center studies are underway about enlarging the present building or having to provide a new facility. There will be a report to the town at a town meeting when the study is completed.

Respectfully submitted,

Peter Morbeck, Chair
Richard Stern
Alfred Adam
Steven Howell
Frank Quackenbush

LINCOLN HALL BUILDING COMMITTEE

It has been a very exciting year for those of us involved in the restoration and renovation of Lincoln Hall. Located next to the West Boxford store and across the street from the Second Congregational church, the Hall has been a town landmark since 1913. Sadly, it had fallen into disrepair and its use for public meetings was limited due to the large upstairs hall not being handicapped accessible. In 2008, a new Lincoln Hall will emerge following six months of construction.

After two and a half years of meetings with countless Town boards and committees, the 2007 fall Town meeting authorized the Building Committee to expend Community Preservation Act funds for the restoration. The Hall is getting new windows and doors, new siding, a handicap lift, new bathrooms and plumbing, and the entire building painted inside and out.

The committee would like to thank the Board of Selectmen for their allowing a change in the usage of Lincoln Hall in 2007. Previously it was only used by non-profits in town such as the Grange and Cub Scouts, but the Selectmen are now allowing Town residents to rent the Hall by the hour for dances, recitals, birthday parties, yoga and dog training classes, etc. After the restoration we are hoping the usage will expand even more.

Particular thanks goes to members of the Community Preservation Committee who spent many hours offering guidance to this project. I am sure they will visit the renovated Hall later this summer will pride in their contribution to the restoration of a piece of history that makes Boxford the 'picture-perfect' New England town we all want to live in.

Robert Hazelwood, Chair
Chuck Adam
Steve Davis
Peter Morbeck
Peter Perkins

LIBRARY FACILITIES BUILDING COMMITTEE

The Library Facilities Building Committee received the Tappe report on the East and West Libraries and disseminated the information to the Selectmen and to the Library Trustees. A survey was then prepared that included information from the report and pertinent facts about the library capabilities that was distributed to each household in Boxford. The results of the survey will be collated at the end of January, 2008, and the information from the survey will be presented to meetings at the district level and at the spring Town Meeting. There will be a warrant for action on repairs to the libraries or moving in a different direction to a replacement library at the spring Town Meeting.

Respectfully submitted,

Peter Morbeck, Chair
J. Guy Simmons
Barbara Beardsley
Timothy Feeney
Anna Plucinska
Judy Anderson
Robert Hazelwood
Peter Delaney
Ronald Aron
Joan Cluster
Sharon Glass
Ben Messenger

COMMUNITY CENTER STUDY COMMITTEE

Last year the Council on Aging (COA) asked that a sum of four million dollars be entered into the Capital Planning budget for the year 2009 for a new Senior Center. At a later COA meeting the Committee decided that there was too much competition from the Library and the DPW Garage for new buildings so they approached the Selectmen to see if a study committee could be created to study the possibility of expansion at the present location.

The Study Committee was created in February of this year and Dick Taylor and Richard Shaw were the first appointees. Until June 30 of this year Dr, Taylor and Mr. Shaw were the only people on the Committee and no meetings were held. During that time Mr. Shaw worked on an expansion plan for the existing building used by the COA. This plan was an attempt to show some possible ways that the Town could provide the services to Boxford's seniors within all guidelines including Americans with Disabilities Act (ADA) requirements.

The first meeting of the expanded committee was held on July 11, 2007 at which time Richard Shaw was elected Chairman of the committee with members Dick Taylor and Gertrude Freedman also present. At that time, the Committee discussed the expansion plan that Mr. Shaw had worked on and the need to get more people on the Committee.

At the meeting on August 8, 2007 two additional members were added, Peter Perkins, representing the Selectmen, and Peter Morbeck, representing the Facilities Maintenance Committee. The pros and cons of expansion vs. a new building were discussed. Some members felt that it may be more costly to expand at the present site on Middleton Road. Discussions continued and it was decided that a professional study needed to be completed to give a better understanding of the cost for a new building or an expansion of the existing building. Because the requirements of ADA are quite complex, Committee members did not feel qualified to try and cost such an effort.

Committee members attended a Selectmen's meeting and presented a preliminary report including drawings for each scenario and asked the Selectmen to co-sponsor an Article at the fall Town Meeting. The Article asked the Town to appropriate or transfer $25,000.00 to fund a study to determine the most appropriate cost for either expanding the present Senior Center or build a new one at another location owned by the Town of Boxford. The Selectmen voted at the meeting to support the Article. The Committee decided to go out for quotes for the study prior to the Fall Town Meeting, but were unable to gather all the necessary quotes in time. At that Town Meeting the Committee asked for the original $25,000 and the Article passed.

The Committee interviewed four of the original nine architectural firms that supplied quotes and selected Reinhardt Associates of Agawam, Massachusetts to do the study. The Committee has had two meetings with

Douglas Goodman from Reinhardt Associates and they have been out to Boxford to measure the present Senior Center and obtain other pertinent information. The Committee met with the architect on February 6, 2008 to discuss progress made by Reinhardt Associates. They presented a plan for refurbishing and adding onto the present building with a preliminary cost for that scenario and for a new building at a different location which has yet to be determined. The study should be complete this spring and the Committee will submit its recommendations to the Board of Selectmen.

Respectfully Submitted,

F. Richard Shaw (Chair, COA)
Richard Taylor (COA)
Gertrude Freedman (COA)
Peter Perkins (Board of Selectmen)
Peter Morbeck (Facilities Maintenance Committee)

TOWN CLERK

Special Town Meeting – May 8, 2007

Annual Town Meeting – May 8, 2007

Annual Town Election – May 15, 2007

Special Town Meeting – October 23, 2007

Licenses & Permits

Vital Statistics

TOWN OF BOXFORD
SPECIAL TOWN MEETING MINUTES – MAY 8, 2007

Voters of the Town of Boxford met at the Masconomet Regional District High School on Tuesday, May 8, 2007.

Special Town Meeting was called to order at 7:23 p.m.

Articles of the Special Town Meeting were disposed of as follows:

ARTICLE 1. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of **$28,606 to implement and fund the FY 2007 portion of the "FY 2007 to FY 2009 Collective Bargaining Agreement between the Town of Boxford and the American Federation of State, County and Municipal Employees, AFL-CIO State Council 93, Local 939 Boxford Clerical and Library Employees"**, and to allocate said appropriation among several departments and supplement their FY 2007 department budgets as follows:

Town Clerk – All Other	$ 251
Municipal Finance Department	$ 3,024
Board of Appeals	$ 84
Building Inspector	$ 278
Board of Health	$ 368
Conservation Commission	$ 339
Fire – Salary	$ 496
DPW – Salary	$ 1,083
Council on Aging	$ 1,224
Library	$ 21,459

said funds to be expended under the direction of the appropriate listed department; or take any other action thereon.

Sponsored by the Board of Selectmen
Finance Committee recommends adoption of this article

Upon a motion made and duly seconded, it was ***VOTED*** *by unanimous voice vote to transfer from* ***Free Cash*** *the sum of* ***$28,606 to implement and fund the FY 2007 portion of the "FY 2007 to FY 2009 Collective Bargaining Agreement between the Town of Boxford and the American Federation of State, County and Municipal Employees, AFL-CIO State Council 93, Local 939 Boxford Clerical and Library Employees"****, and to allocate said appropriation among several departments and supplement their FY 2007 department budgets as follows:*

Town Clerk – All Other	$ 251
Municipal Finance Department	$ 3,024
Board of Appeals	$ 84
Building Inspector	$ 278
Board of Health	$ 368
Conservation Commission	$ 339
Fire – Salary	$ 496
DPW – Salary	$ 1,083
Council on Aging	$ 1,224
Library	$ 21,459

said funds to be expended under the direction of the appropriate listed department.

ARTICLE 2: To see if the Town will vote to authorize the Selectmen **to take by eminent domain the 13.775 acre "Parcel B" and receive as a gift the 1.781 acre "Parcel C" of the Walker Property**, both as described below, and to appropriate $40,000 in land acquisition and legal costs, $80,000 in land acquisition/damages expenses, for a total appropriation of **$120,000 to enable the Town of Boxford to acquire for the purposes of conservation, the protection of wetland habitat, the protection of flood storage, and any and all response actions required to achieve regulatory closure of any contamination present,** and to accept the deed to the town of fee simple interest or less, two parcels of land on Baldpate Road, Boxford, Essex County, Massachusetts, being a portion of the property currently known as the Walker Property, the first parcel identified as "Parcel B", consisting of 13.775 acres and the second parcel identified as "Parcel C", consisting of 1.781 acres; both parcels as shown on a plan of land entitled "Plan of Land in Boxford, MA, Property of Jeffery A. and Pamela A. Walker, dated January 17, 2007, prepared by Donohoe & Parkhurst, Inc., 363 Boston St., Topsfield, MA, on file with the Town Clerk, together with all flowage rights and easements and subject to all well rights and easements; said land to be managed and controlled by the Boxford Board of Selectmen; and that the Town and Board of Selectmen be authorized to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town of Boxford to affect said eminent domain taking and receipt of gift; and to take any and all actions and pursue such regulatory applications and activities as indicated in the "Settlement Agreement and Mutual General Release" executed by the parties in February, 2007, or take any other action thereon.

Sponsored by the Board of Selectmen
Finance Committee recommends adoption of this article
Capital Budgeting Committee Recommendation: "A" Essential

Upon a motion made and duly seconded, it was **VOTED** *by greater than two thirds voice vote to transfer from the Overlay Released by the Assessors* ***$114,824*** *and transfer from Free Cash* ***$5,176*** *for a total of* ***$120,000*** *and to authorize the Selectmen* ***to take by eminent domain the 13.775 acre "Parcel B" and***

***receive as a gift the 1.781 acre "Parcel C" of the Walker Property**, both as described below, and to appropriate $40,000 in land acquisition and legal costs, $80,000 in land acquisition/damages expenses, for a total appropriation of **$120,000 to enable the Town of Boxford to acquire for the purposes of conservation, the protection of wetland habitat, the protection of flood storage, and any and all response actions required to achieve regulatory closure of any contamination present**, and to accept the deed to the town of fee simple interest or less, two parcels of land on Baldpate Road, Boxford, Essex County, Massachusetts, being a portion of the property currently known as the Walker Property, the first parcel identified as "Parcel B", consisting of 13.775 acres and the second parcel identified as "Parcel C", consisting of 1.781 acres; both parcels as shown on a plan of land entitled "Plan of Land in Boxford, MA, Property of Jeffery A. and Pamela A. Walker, dated January 17, 2007, prepared by Donohoe & Parkhurst, Inc., 363 Boston St., Topsfield, MA, on file with the Town Clerk, together with all flowage rights and easements and subject to all well rights and easements; said land to be managed and controlled by the Boxford Board of Selectmen; and that the Town and Board of Selectmen be authorized to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town of Boxford to affect said eminent domain taking and receipt of gift; and to take any and all actions and pursue such regulatory applications and activities as indicated in the "Settlement Agreement and Mutual General Release" executed by the parties in February, 2007.*

ARTICLE 3. To see if the Town will vote to appropriate the sum of **$321,742 for highway maintenance and construction** in accordance with the FY 08 Chapter 90 local transportation aid, as authorized by an award issued by the Commonwealth of Massachusetts on March 29, 2007, funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

Sponsored by the Board of Selectmen
Finance Committee recommends adoption of this article

*Upon a motion made and duly seconded it was **VOTED** by unanimous voice vote to appropriate the sum of **$321,742 for highway maintenance and construction** in accordance with the FY 08 Chapter 90 local transportation aid, as authorized by an award issued by the Commonwealth of Massachusetts on March 29, 2007, funds to be expended under the direction of the Board of Selectmen.*

ARTICLE 4. To see if the Town will vote to transfer from available funds the sum of **$20,000 to supplement the FY 2007 Finance Committee Reserve Fund,** said funds to be expended under the direction of the Finance Committee; or take any other action thereon.

Sponsored by the Finance Committee
Finance Committee recommends adoption of this article

Upon a motion made and duly seconded it was ***VOTED*** *by unanimous voice vote to* ***transfer from Free Cash*** *the sum of* ***$20,000 to supplement the FY 2007 Finance Committee Reserve Fund,*** *said funds to be expended under the direction of the Finance Committee.*

ARTICLE 5. To transact any other business that may legally come before said meeting.

Upon a motion made and duly seconded it was VOTED by unanimous voice vote to dissolve the Special Town Meeting.

TOWN OF BOXFORD
ANNUAL TOWN MEETING MINUTES – MAY 8, 2007

Voters of the Town of Boxford met at the Masconomet Regional District High School on Tuesday, May 8, 2007.

Moderator Gerald Johnston awarded to Barbara Ross the "Good Citizen Award" for her years of service to the Town of Boxford as election officer and counter for many Town Meetings.

Annual Town Meeting was called to order @ 8:35pm.

The articles of the warrant were deposed of as follows:

ARTICLE 1. To receive and place on file the reports of the Town Officers and Committees without ratification of any action taken or authorization of any action proposed; or take any other action thereon.

*Upon a motion made and duly seconded, it was **VOTED** by unanimous voice vote to **receive and place on file the reports of the Town Officers and Committees** without ratification of any action taken or authorization of any action proposed.*

ARTICLE 2. To see if the Town will authorize the establishment of the following **revolving accounts** as authorized by Chapter 44, § 53E½ of the Massachusetts General Laws, contingent upon an annual report to the Town on the total receipts and expenditures of each account for each fiscal year:

1) **Recycling Revolving Account** under the direction of the Board of Health and used for the deposit of receipts and fees collected on recyclable materials; said recyclable materials to be determined by a joint vote of the Board of Health and Recycling Committee and to be in compliance with all state health regulations; and, further, to allow the Board of Health, or the Recycling Committee, with the approval of the Board of Health, to expend funds not to exceed **$25,000** for Fiscal Year 2008 from said account for the operation and maintenance of the Town Recycling Center;

2) **Printing Revolving Account** under the direction of the Board of Selectmen and used for the deposit of receipts and fees collected on the sale of printed official documents as required by law by several of the elected and appointed committees, commissions, and boards as well as legal advertisements which are reimbursed to the Town; and further to allow the Board of Selectmen to expend funds not to exceed $**10,000** for Fiscal Year 2008 from said account for the costs to the Town for printing supplies, equipment and reimbursable advertising;

3) **Library Photocopy Machine Revolving Account** under the direction of the Board of Library Trustees and used for the deposit of receipts collected through

public use of the photocopy machines at both the Boxford Village and West Boxford libraries; and further to allow the Board of Library Trustees to expend fees not to exceed **$5,000** for fiscal year 2008 from said account for ongoing supplies and maintenance of the copy machines, and purchase of other library supplies;

4) **Conservation Revolving Fund** under the direction of the Conservation Commission and used for the deposit of receipts collected through fees, including fees collected from applications related to the Town of Boxford Wetlands Protection Bylaw, by direction of the Conservation Commission and further to allow the Conservation Commission, with the written approval of the Selectmen, to expend fees not to exceed **$65,000** for fiscal year 2008 from said account for management of land under Conservation Commission control, and for other Conservation Commission expenses approved by a majority of the Commission;

5) **Highway Safety Revolving Account** under the direction of the Board Selectmen and used for the deposit of receipts collected through fines assessed against commercial motor vehicles by the Commercial Vehicle Enforcement Unit; and further to allow the Board of Selectmen to expend fees not to exceed **$10,000** for fiscal year 2008 from said account for the purchase and maintenance of equipment related to highway safety;

6) **Council on Aging Transportation Revolving Account** under the direction of the Council on Aging and used for the deposit of receipts collected through fees collected from users of the Council's transportation equipment; and further to allow the Board of Selectmen to expend fees not to exceed **$10,000** for fiscal year 2008 from said account for the maintenance of the Council's transportation equipment and other related expenses including driver compensation as may be approved by a majority of the Council on Aging;

or take any other action thereon.

Sponsored by the Board of Selectmen
Finance Committee recommends adoption of this article

*Upon a motion made and duly seconded, it was **VOTED** by unanimous voice vote to authorize the establishment of the **revolving accounts** as listed in Article 2 of the Warrant as authorized by **Chapter 44, § 53E½ of the Massachusetts General Laws**, contingent upon an annual report to the Town on the total receipts and expenditures of each account for each fiscal year.*

ARTICLE 3. To see if the Town will vote to adopt the **Classification Plan and Compensation Plan** for FY 2008, as submitted by the Personnel Board under Chapter 23 of the Town Code; said Classification Plan and Compensation Plan as printed on page 17 of this warrant; or take any other action thereon.

Sponsored by the Personnel Board
Finance Committee recommends adoption of this article

*Upon a motion made and duly seconded, it was **VOTED** by unanimous voice vote to adopt the **Classification Plan and Compensation Plan** for FY 2008, as submitted by the Personnel Board under Chapter 23 of the Town Code; said Classification Plan and Compensation Plan as printed on page 17 of this warrant.*

ARTICLE 4. To **act on the proposed budget** and see what sums of money the Town will vote to raise and appropriate, or transfer from available funds, for the use of several departments for fiscal year 2008, to wit: General Government, Finance, Public Safety, Education, Town Maintenance, Health & Human Services, Culture & Recreation, Insurance & Pensions, and all other necessary proper expenses during said fiscal year; and authorize expenditure of these funds under the direction of the appropriate listed department; or take any other action thereon.

Sponsored by the Finance Committee
Estimate: **$24,921,413**
Finance Committee recommends adoption of this article
The proposed budget is printed on pages 18 and 19 of this warrant.

*Upon a motion made and duly seconded, it was **VOTED** by majority voice vote to raise the sum of **$24,907,842** and transfer **$13,571** from the "Receipts Reserved for Appropriation Septic Loan Program," for a total appropriation of **$24,921,413** for the use of several departments for fiscal year 2008, to wit: for fiscal year 2008, General Government, Finance, Public Safety, Education, Town Maintenance, Health & Human Services, Culture & Recreation, Insurance & Pensions, and all other necessary proper expenses during said fiscal year; and authorize expenditure of these funds under the direction of the appropriate listed department; or take any other action thereon.*

ARTICLE 5. To see if the Town will vote to raise and appropriate or transfer from available funds the sum of **$57,966 for the purpose of additionally funding the Fiscal Year 2008 North Shore Vocational Regional School District Assessment**, thereby completing the funding required to meet the total assessment and approve the district certified budget, for the fiscal year beginning July 1, 2007, provided that the amount authorized herein shall be contingent upon the vote at a Town election to assess additional real estate and personal property taxes in accordance with the provisions of Proposition 2 ½, so called; or take any other action thereon.

Sponsored by the Board of Selectmen
Finance Committee recommends adoption of this article

*Upon a motion made and duly seconded, it was **VOTED** by majority voice vote to raise and appropriate the sum of **$57,966 for the purpose of additionally***

***funding the Fiscal Year 2008 North Shore Vocational Regional School District Assessment**, thereby completing the funding required to meet the total assessment and approve the district certified budget, for the fiscal year beginning July 1, 2007, provided that the amount authorized herein shall be contingent upon the vote at a Town election to assess additional real estate and personal property taxes in accordance with the provisions of Proposition 2 ½, so called.*

ARTICLE 6. To see if the Town will vote to raise and appropriate or transfer from available funds the sum of **$68,228 for the purpose of additionally funding the Fiscal Year 2008 Masconomet Regional School District Assessment**, thereby completing the funding required to meet the total assessment and approve the district certified budget, for the fiscal year beginning July 1, 2007, provided that the amount authorized herein shall be contingent upon the vote at a Town election to assess additional real estate and personal property taxes in accordance with the provisions of Proposition 2 ½, so called; or take any other action thereon.

Sponsored by the Masconomet Regional School District Committee
Finance Committee recommends adoption of this article

*Upon a motion made and duly seconded, it was **VOTED** by majority voice vote to raise and appropriate the sum of **$68,228 for the purpose of additionally funding the Fiscal Year 2008 Masconomet Regional School District Assessment**, thereby completing the funding required to meet the total assessment and approve the district certified budget, for the fiscal year beginning July 1, 2007, provided that the amount authorized herein shall be contingent upon the vote at a Town election to assess additional real estate and personal property taxes in accordance with the provisions of Proposition 2 ½, so called.*

ARTICLE 7. To see if the Town will vote to raise and appropriate or transfer from available funds the sum of **$275,732 for the purpose of additionally funding the Fiscal Year 2008 Elementary School Budget** for the fiscal year beginning July 1, 2007, provided that the amount authorized herein shall be contingent upon the vote at a Town election to assess additional real estate and personal property taxes in accordance with the provisions of Proposition 2 ½, so called; or take any other action thereon.

Sponsored by the Elementary School Committee
Finance Committee recommends adoption of this article

*Upon a motion made and duly seconded, it was **VOTED** by majority voice vote to raise and appropriate the sum of **$275,732 for the purpose of additionally funding the Fiscal Year 2008 Elementary School Budget** for the fiscal year beginning July 1, 2007, provided that the amount authorized herein shall be contingent upon the vote at a Town election to assess additional real estate and personal property taxes in accordance with the provisions of Proposition 2 ½, so called.*

ARTICLE 8. To **act on the list of proposed capital purchases** for FY 2008 and see what sums of money the Town will vote to raise and appropriate, or transfer from available funds, for the use of several departments for fiscal year 2008, and authorize expenditure of these funds under the direction of the appropriate listed department; or take any other action thereon.

Sponsored by the Board of Selectmen
Estimate**: $426,023.00**
Finance Committee recommends adoption of this article
Capital Budgeting Committee Recommendations as noted

The proposed capital budget is printed on page 20 of this warrant.

Amendment to Article** # 8 was **VOTED** by majority voice vote to add the sum of $6,938 to **Free Cash for a total of $326,023.

*Upon a motion made and duly seconded, it was **VOTED** by majority voice vote to **transfer $326,023 from Free Cash,** and **transfer $100,000 from the Overlay Released by the Assessors**, for a total appropriation of **$426,023** to fund **the list of proposed capital purchases** for FY 2008 as shown on page 20 of this warrant, for the use of several departments for fiscal year 2008, and authorize expenditure of these funds under the direction of the appropriate listed department.*

ARTICLE 9. To see if the Town will vote to raise and appropriate or transfer from available funds the sum of $25,000 to continue feasibility studies for the possible future construction of a new Department of Public Works Office and Garage on town owned property off Spofford Road, said funds to be expended under the direction of the Board of Selectmen, or take any other action thereon.

Sponsored by the Board of Selectmen and the DPW Building Committee
Finance Committee recommends adoption of this article
Capital Budgeting Committee to make recommendation at Town Meeting

*Upon a motion made and duly seconded, it was **VOTED** by majority show of hands to transfer from **Free Cash the sum of $25,000** to continue feasibility studies for the possible future construction of a new **Department of Public Works Office and Garage on town owned property off Spofford Road**, said funds to be expended under the direction of the Board of Selectmen.*

ARTICLE 10. To see if the Town will vote to set the **annual curbside solid waste collection fee** at **$2.50** per 32-gallon bag or container (each use); or take any other action thereon

Sponsored by the Board of Health
Finance Committee recommends adoption of this article

*Upon a motion made and duly seconded, it was **VOTED by unanimous voice vote** to set the **annual curbside solid waste collection fee** at **$2.50** per 32-gallon bag or container (each use).*

ARTICLE 11. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of **$30,000** to add to the **Unemployment Compensation Fund,** or take any other action thereon.

Sponsored by the Board of Selectmen
Finance Committee recommends adoption of this article

*Upon a motion made and duly seconded, it was **VOTED** by unanimous voice vote to **transfer from Free Cash** the sum of **$30,000** to add to the **Unemployment Compensation Fund.***

ARTICLE 12. To see if the Town will vote to delete paragraphs F, G & H from the Boxford Town Code Chapter 192 Wetlands Protection Bylaw, § 192-4, Application for permits and requests for determination of applicability, (said paragraphs regulate third party consultant review of certain applications) and in compliance with a recent change in State Law, insert the following new chapter:

"Conservation Commission Consulting Fee Bylaw
In accordance with the provisions of M.G.L. Ch. 44, section 53G, the Commission is authorized to promulgate regulations to require an applicant or other person subject to the Commission's jurisdiction to pay reasonable fees for employment of outside consultants deemed necessary by the Commission to implement the authority conferred upon the Commission under Section 8C of Chapter 40 and Section 40 of Chapter 131 of the Massachusetts General Laws, or the Town's local wetlands bylaw, and to deposit such fees into a special account for expenditure by the Commission to cover such consulting fees without further appropriation."

or take any other action thereon.

Sponsored by the Conservation Commission

*An **amendment to Article #12 was VOTED and passed** to add the following words after the last word appropriation above **" and to return unused fees to the applicant."***

*Upon a motion made and duly seconded, it was **VOTED** by majority voice vote **to delete paragraphs F, G & H from the Boxford Town Code Chapter 192 Wetlands Protection** Bylaw, **§ 192-4, Application for permits and requests for determination of applicability,** (said paragraphs regulate*

third party consultant review of certain applications) and in compliance with a recent change in State Law, ***insert the following new chapter:***

"Conservation Commission Consulting Fee Bylaw
In accordance with the provisions of M.G.L. Ch. 44, section 53G, the Commission is authorized to promulgate regulations to require an applicant or other person subject to the Commission's jurisdiction to pay reasonable fees for employment of outside consultants deemed necessary by the Commission to implement the authority conferred upon the Commission under Section 8C of Chapter 40 and Section 40 of Chapter 131 of the Massachusetts General Laws, ***and Section 310 of the Code of Massachusetts Regulations, and*** *the Town's local wetlands bylaw, and to deposit such fees into a special account for expenditure by the Commission to cover such consulting fees without further appropriation* ***and to return unused fees to the applicant."***

or take any other action thereon.

Sponsored by the Conservation Commission

Upon a motion made and duly seconded, it was ***PASSED*** *to adjourn Annual Town Meeting until time certain,* ***namely 7:30 pm Wednesday, May 9, 2007*** *at the* ***Masconomet Regional School Auditorium, 20 Endicott Road, Boxford, MA.*** *Meeting adjourned @ 10:44pm, total voters for first night 437.*

Night #2 of Annual Town Meeting was called to order by Jerry Johnston, Town Moderator at 7:32pm. *The articles were disposed of as follows:*

ARTICLE 13. To see if the Town will vote to amend §196-13 R-A Residential-Agricultural District of the Zoning Bylaw and add the following new section to read:

"D. Accessory Affordable Housing Program

(1) Introduction. The purpose of this bylaw is to satisfy an immediate need for affordable rental property in the Town of Boxford that meets the guidelines of the Department of Housing and Community Development's ("DHCD") Local Initiative Program for so-called "Local Action Units," pursuant to state regulations: 760 CMR 45.03. This bylaw also provides a means of renting of accessory apartments that are no longer used for family members, as defined in Chapter 196-13C of this Zoning Bylaw. For a proposed unit to be eligible for consideration under this Accessory Affordable Housing Program, it must be a single unit, accessory to an owner-occupied single family dwelling, and comply with the following requirements.

(2) Special Permit. A special permit from the Board of Appeals shall be required for an accessory affordable apartment and the applicant shall show to the satisfaction of the Board of Appeals that the applicant has complied with or will comply with the requirements set forth in (3), below.

(3) Eligibility of Accessory Affordable Apartments.

a. The accessory affordable apartment must be part of the primary residence structure of the property owner and the primary living area of the residence may not be rented. The accessory affordable apartment must conform to the Boxford Code Chapter 196-13C, "Accessory apartments in residence districts," items (2) through (7). All parking for the accessory apartment must be on site and off street.
b. In keeping with the rural character of Boxford and the original intent of the accessory apartments, only single-bedroom accessory affordable apartments may be rented to a maximum of 2 people.
c. The owner must demonstrate that all the documentation is on file with the Town to show that the accessory affordable apartment meets the requirements of Chapter 196-13C, items (2) through (7).
d. The owner(s) shall cooperate with all requirements for Local Action Units pursuant to state regulation.
e. A condition of granting a special permit by the Board of Appeals shall be the execution by the owner(s) of a written regulatory agreement and declaration of restrictive covenants, in form approved by Boxford Town Counsel, with the Town detailing the terms and conditions stated herein. Said regulatory agreement and declaration of restrictive covenants shall further provide that for as long as the special permit remains in effect, the property shall be subject to the terms, conditions and restrictive covenants contained therein.
f. Said regulatory agreement with the Town shall provide that upon receipt by the owner(s) of a special permit from the Board of Appeals, the owner(s) shall execute and record in the Essex South District Registry of Deeds or file with the Registry District of the Land Court forthwith said regulatory agreement and declaration of covenants.
g. The special permit issued under this Chapter 196-13D and all associated liabilities shall be binding on all the executors, administrators, heirs, successors and assigns of the permittee unless and until the special permit is either revoked, lapses or is otherwise ruled invalid.
h. The owner(s) shall agree that if the owner(s) receives a special permit, the accessory affordable apartment may be rented only to a person 18 years of age or older selected from a list of eligible households that the local regulatory authority has generated, whose combined annual income is 80% or less than the Lawrence Metropolitan Statistical Area median income and whose assets do not exceed the amount set forth pursuant to DHCD's Local Initiative Program Guidelines. Accessory affordable apartments permitted under this Chapter 196-13D shall be rented on an open and fair basis.

i. The owner(s) further agree that the rent (including utilities and any services) shall not exceed 30% of 80% of area median income for a household of two, or such lesser amount as may be required by 760 CMR 45.03.
j. The owner(s) shall require the tenant to sign an agreement, in form approved by Boxford Town Counsel, outlining the income restrictions for continued tenancy and limits to the number of occupants."

or take any other action thereon.

Sponsored by the Planning Board

Amendment to Article #13 *was* ***VOTED by a greater than 2/3 voice vote*** *to change the wording in section 196-13d (3) (b) from "maximum of 2 people" to read* ***"maximum of 2 adults."***

Second Amendment *to* ***Article #13*** *was* ***VOTED*** *by majority voice vote to grammatically correct* ***Section 196-13RA Zoning By Laws*** *as follows:*

3a) Add a comma after property owner in second line and before and.
3b) Replace "may be rented to a maximum" with may be rented and maximum occupancy shall be 2 adults.
3e) Fifth line in (e) insert comma after the word (that).
3f) First line in (f) insert comma after (that).
3h) Second line in (h) a person add (or persons).

Upon a motion made and duly seconded, it was ***VOTED*** *by a* ***greater than 2/3 hand count of 208 Yes to 64 No to amend*** *§196-13 R-A Residential-Agricultural District of the Zoning Bylaw and add the new section:* ***"D. Accessory Affordable Housing Program"*** *as printed in the handout distributed to all voters at this meeting.*

"D. Accessory Affordable Housing Program

(1) Introduction. *The purpose of this bylaw is to satisfy an immediate need for affordable rental property in the Town of Boxford that meets the guidelines of the Department of Housing and Community Development's ("DHCD") Local Initiative Program for so-called "Local Action Units," pursuant to state regulations: 760 CMR 45.03. This bylaw also provides a means of renting of accessory apartments that are no longer used for family members, as defined in Chapter 196-13C of this Zoning Bylaw. For a proposed unit to be eligible for consideration under this Accessory Affordable Housing Program, it must be a single unit, accessory to an owner-occupied single family dwelling, and comply with the following requirements.*

(2) Special Permit. *A special permit from the Board of Appeals shall be required for an accessory affordable apartment and the applicant shall show to*

the satisfaction of the Board of Appeals that the applicant has complied with or will comply with the requirements set forth in (3), below.

(3) Eligibility of Accessory Affordable Apartments.

a. The accessory affordable apartment must be part of the primary residence structure of the ***property owner,*** *and the primary living area of the residence may not be rented. The accessory affordable apartment must conform to the Boxford Code Chapter 196-13C, "Accessory apartments in residence districts," items (2) through (7). All parking for the accessory apartment must be on site and off street.*

b. In keeping with the rural character of Boxford and the original intent of the accessory apartments, only single-bedroom accessory affordable apartments may be ***rented, and maximum occupancy shall be of 2 adults.***

c. The owner must demonstrate that all the documentation is on file with the Town to show that the accessory affordable apartment meets the requirements of Chapter 196-13C, items (2) through (7).

d. The owner(s) shall cooperate with all requirements for Local Action Units pursuant to state regulation.

e. A condition of granting a special permit by the Board of Appeals shall be the execution by the owner(s) of a written regulatory agreement and declaration of restrictive covenants, in form approved by Boxford Town Counsel, with the Town detailing the terms and conditions stated herein. Said regulatory agreement and declaration of restrictive covenants shall further provide ***that,*** *for as long as the special permit remains in effect, the property shall be subject to the terms, conditions and restrictive covenants contained therein.*

f. Said regulatory agreement with the Town shall provide ***that,*** *upon receipt by the owner(s) of a special permit from the Board of Appeals, the owner(s) shall execute and record in the Essex South District Registry of Deeds or file with the Registry District of the Land Court forthwith said regulatory agreement and declaration of covenants.*

g. The special permit issued under this Chapter 196-13D and all associated liabilities shall be binding on all the executors, administrators, heirs, successors and assigns of the permittee unless and until the special permit is either revoked, lapses or is otherwise ruled invalid.

h. The owner(s) shall agree that if the owner(s) receives a special permit, the accessory affordable apartment may be rented only to a person ***or persons*** *18 years of age or older selected from a list of eligible households that the local regulatory authority has generated, whose combined annual income is 80% or less than the Lawrence Metropolitan Statistical Area median income and whose assets do not exceed the amount set forth pursuant to DHCD's Local Initiative Program Guidelines. Accessory affordable apartments permitted under this Chapter 196-13D shall be rented on an open and fair basis.*

i. The owner(s) further agree that the rent (including utilities and any services) shall not exceed 30% of 80% of area median income for a household of two, or such lesser amount as may be required by 760 CMR 45.03.

j. The owner(s) shall require the tenant to sign an agreement, in form approved by Boxford Town Counsel, outlining the income restrictions for continued tenancy and limits to the number of occupants."

ARTICLE 14. To see if the Town will vote to amend its Zoning Bylaw and add the following new section to read:

"§196-29. Driveways

A. Driveways for detached single-family houses shall comply with the following:

1. Layouts and configurations shall avoid excessive curves, switchbacks, and slopes to provide optimal safety.
2. To the extent possible, the driveway apron shall be aligned at ninety degrees (90°) to the road and have curved flare radii of six feet (6') between the road and drive.
3. All driveway locations, layouts, proposed slopes, drainage, and associated improvements, shall be shown on a plan, stamped by a professional engineer, submitted with the subdivision plans or ANR plans, and shall be reviewed and approved by the Boxford Planning Board, Fire and Police Chiefs, and the Superintendent of the Department of Public Works.
4. No person or persons shall cut or destroy any tree on the Town right-of-way (along side the road, normally 15 feet from the pavement – contact the Planning Board to confirm) without first obtaining the approval of the Boxford Planning Board and the Boxford Tree Warden. No person or persons shall remove, alter, or destroy any stone wall on or bordering the Town right-of-way without first obtaining the approval of the Boxford Planning Board in accordance with the Scenic Road Act (MGL Ch. 40 §15C).

B. Single driveways shall meet the following standards.

1. All single driveways shall have a finished width no less than nine feet (9').
2. The first twenty five feet (25') in from the paved portion of the public way shall have a maximum slope of three percent (3%); the maximum driveway slope along the centerline shall be twelve percent (12%); any slopes over eight percent (8%) shall be paved. The slope grade will allow rapid emergency access during normal weather conditions. On tight turns, no physical barrier shall be located on the inside of the curve that might impede long fire truck access in emergency situations.
3. The rate of post-development runoff shall not exceed the rate of pre-development runoff.
4. The Fire and Police Chiefs and DPW Superintendent may advise the Planning Board to impose other conditions at their discretion to ensure safe access to the public way and to prevent any damage or dangerous situation(s) because of drainage, icing, etc. onto public roads.

5. Sight distance shall meet current Mass. Highway Department standards to the best extent possible.
6. During construction, no debris shall be left on the road or shoulder; nor shall drainage structures, culverts, or ditches be blocked or impeded at any time. During construction and after completion, water runoff from the new driveway shall not be allowed to enter onto the public traveled way at any time.
7. All driveways longer than five hundred feet (500') shall have a turn-around location within twenty five feet (25') of the dwelling for large vehicle turnaround. The Fire Chief may also require sprinklers in any dwelling at the end of a driveway longer than one thousand feet (1,000').
8. If the Wetland Protection Act applies, the proposed driveway shall meet all additional conditions imposed by the Conservation Commission.

C. Shared Driveways shall conform to all the regulations as set forth in Subsection B and §196-13B (11)(m) of the Zoning Bylaw, plus the following:

1. The shared driveway shall not enter the roadway at a point separated by less than one hundred feet (100') (centerline to centerline) from any other driveway or intersection.
2. The shared portion of the driveway shall have a finished width no less than twelve feet (12') plus a one foot (1') level shoulder on either side."

or take any other action thereon.

Sponsored by the Planning Board

*Upon a motion made and duly seconded, it was **VOTED** by unanimous voice vote to **PASS OVER Article 14**.*

ARTICLE 15. To see if the Town will vote to appropriate or reserve from the **Community Preservation Fund** annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses, debt service, community preservation projects and other expenses in fiscal year 2008, with each item to be considered a separate appropriation:

Appropriations:

From FY 2008 estimated revenues for Sawyer-Richardson Open Space Bond expense: **$256,556**

From FY 2008 estimated revenues for Committee Administrative Expenses: **$ 49,000**

Reserves:

From FY 2008 estimated revenues for Historic Resources Reserve: **$98,000**
From FY 2008 estimated revenues for Community Housing Reserve: **$98,000**

From FY 2008 estimated revenues for Budgeted Reserve: **$450,000**
or take any other action thereon.

Sponsored by the Community Preservation Committee
Finance Committee recommends adoption of this article

*Upon a motion made and duly seconded, it was **VOTED** by unanimous voice vote to appropriate or reserve from the **Community Preservation Fund** annual revenues in the amounts recommended by the **Community Preservation Committe**e for committee administrative expenses, debt service, community preservation projects and other expenses in fiscal year 2008, with each item to be considered a separate appropriation:*

Appropriations:
*From FY 2008 estimated revenues for Sawyer-Richardson Open Space Bond expense: **$256,556***
*From FY 2008 estimated revenues for Committee Administrative Expenses: **$49,000***

Reserves:
*From FY 2008 estimated revenues for Historic Resources Reserve: **$98,000***
*From FY 2008 estimated revenues for Community Housing Reserve: **$98,000***
From FY 2008 estimated revenues for Budgeted Reserve (new) $450,000

ARTICLE 16. To see if the Town will vote to appropriate **$11,500** from the Historic Resources Reserve of the Community Preservation Fund **to fund Phase II of the Boxford Town Clerk's Document Restoration and Preservation Project for preservation of historic town records;** said funds to be expended under the direction of the Community Preservation Committee; or take any other action thereon.

Sponsored by the Town Clerk and the Community Preservation Committee
Finance Committee recommends adoption of this article
Capital Budgeting Committee Recommendation: "A" Essential

*Upon a motion made and duly seconded, it was **VOTED** by unanimous voice vote to appropriate **$11,500** from the **Historic Resources Reserve of the Community Preservation Fund to** fund **Phase II of the Boxford Town Clerk's Document Restoration and Preservation Project** for preservation of **historic town records;** said funds to be expended under the direction of the Community Preservation.*

ARTICLE 17. To see if the Town will vote to appropriate **$14,000** from the Undesignated Community Preservation Fund balance **to fund the Recreation Committee's Boxford Segment of Borders to Boston/North Recreational Trail Phase II: Engineering, Feasibility and Conceptual**

Design Study on the former Newburyport Branch Railroad and existing National Grid electrical utility right of way in Boxford, MA; said funds to be expended under the direction of the Community Preservation Committee; or take any other action thereon.

Sponsored by the Recreation Committee and
the Community Preservation Committee
Finance Committee recommends adoption of this article.
Capital Budgeting Committee Recommendation: "B" High Priority

Upon a motion made and duly seconded, it was ***VOTED*** *by majority voice vote to appropriate* ***$14,000*** *from the Undesignated Community Preservation Fund balance* ***to fund the Recreation Committee's Boxford Segment of Borders to Boston/North Recreational Trail Phase II: Engineering, Feasibility and Conceptual Design Study on the former Newburyport Branch Railroad and existing National Grid electrical utility right of way in Boxford, MA;*** *said funds to be expended under the direction of the Community Preservation Committee.*

ARTICLE 18. To see if the town will vote to **authorize the Selectmen to lease a portion of town owned property located off Washington Street**, as shown on a plan of land entitled, "Plan of Land in Boxford, Mass, prepared for the Town of Boxford, June 30, 2000," and on file with the Town Clerk and also as described in the deed recorded in the Essex South District Registry of Deeds in Book 5347, Page 168; **said lease of land to be for a term not to exceed 99 years and for the purpose of developing, constructing, maintaining and operating up to four (4) units of affordable community housing on said land; and <u>further</u> to authorize the development and construction of a new regulation size little league baseball field on a portion of said land to be owned and maintained by the Town**, to authorize the Selectmen to negotiate and enter into any lease and execute any agreement as they may deem in the best interest of the project; to appropriate the sum of $340,000 from the Community Preservation Fund's Community Housing Reserve for the creation of affordable community housing as described above, and the sum of $353,000 from the Community Preservation Fund's Undesignated balance for the creation of land for recreation use as described above, for **a total appropriation of $693,000 to be expended under the direction of the Board of Selectmen and the Community Preservation Committee for any purposes associated with the project described** herein, including but not limited to 1) the design and construction of a water supply to serve both the community housing and the adjacent baseball field and associated recreational facilities, 2) the design and construction of a fire tank sufficient to meet the fire protection requirements for the development of the community housing, 3) the design and construction of the regulation size little league baseball field and associated recreational facilities, 4) any engineering, professional surveying, architectural, and legal costs associated with the project or as needed to obtain necessary permits, licenses and approvals and defend

challenges, and 5) a monetary grant, in an amount to be determined by the Board of Selectmen, to the selected developer of the community housing for use solely for the development of this community housing project, said grant to be administered by the Board of Selectmen in accordance with the terms and conditions of a grant agreement entered into by the Board of Selectmen and the selected developer, or take any other action thereon.

Sponsored by the Housing Partnership Committee, the Recreation Committee and the Community Preservation Committee
Finance Committee recommends adoption of this article
Capital Budgeting Committee Recommendation: "A" Essential

Amendment to Article 18 *was to read as follows:*
Community Preservation Funds Community Housing Reserve for the creation of affordable community housing from $340,000 to $0; changing the total appropriation proposed in the Article from $693,000 to $353,000; and that the total Community Preservation Funds approved herein for the property, also known as the Morse Field Park, be solely and exclusively expended for improvement of recreational facilities. Upon a motion made and duly seconded, ***amendment to Article 18*** *was* ***DEFEATED by a hand count of*** *154 YES and* ***199 NO.***

Upon a motion made and duly seconded, it was ***VOTED*** *by hand count of* ***(****121 YES and* ***238 NO) not to authorize the Selectmen to lease a portion of town owned property located off Washington Street****, as shown on a plan of land entitled, "Plan of Land in Boxford, Mass, prepared for the Town of Boxford, June 30, 2000," and on file with the Town Clerk and also as described in the deed recorded in the Essex South District Registry of Deeds in Book 5347, Page 168;* ***said lease of land to be for a term not to exceed 99 years and for the purpose of developing, constructing, maintaining and operating up to four (4) units of affordable community housing on said land; and*** ***<u>further</u>*** ***to authorize the development and construction of a new regulation size little league baseball field on a portion of said land to be owned and maintained by the Town****, to authorize the Selectmen to negotiate and enter into any lease and execute any agreement as they may deem in the best interest of the project; to appropriate the sum of $340,000 from the Community Preservation Fund's Community Housing Reserve for the creation of affordable community housing as described above, and the sum of $353,000 from the Community Preservation Fund's Undesignated balance for the creation of land for recreation use as described above, for* ***a total appropriation of $693,000 to be expended under the direction of the Board of Selectmen and the Community Preservation Committee for any purposes associated with the project described*** *herein, including but not limited to 1) the design and construction of a water supply to serve both the community housing and the adjacent baseball field and associated recreational facilities, 2) the design and construction of a fire tank sufficient to meet the fire protection requirements for the development of the*

community housing, 3) the design and construction of the regulation size little league baseball field and associated recreational facilities, 4) any engineering, professional surveying, architectural, and legal costs associated with the project or as needed to obtain necessary permits, licenses and approvals and defend challenges, and 5) a monetary grant, in an amount to be determined by the Board of Selectmen, to the selected developer of the community housing for use solely for the development of this community housing project, said grant to be administered by the Board of Selectman in accordance with the terms and conditions of a grant agreement entered into by the Board of Selectmen and the selected developer.

ARTICLE 19. To see if the Town will vote to transfer the care, custody, maintenance and control of a portion of the town owned land located off Washington Street, as described below, originally conveyed to the Town by deed, currently held by the Town for school purposes, to the Board of Selectmen for general municipal purposes and purposes of lease; said land as shown on a plan of land entitled, "Plan of Land in Boxford, Mass, prepared for the Town of Boxford, June 30, 2000", and on file with the Town Clerk and also as described in the deed recorded in the Essex South District Registry of Deeds in Book 5347, Page 168; or take any other action thereon.

Sponsored by the Board of Selectmen

*Upon a motion made and duly seconded, it was **VOTED** by unanimous voice vote to **PASSOVER Article 19.***

ARTICLE 20. To see if the Town will vote to appropriate **$35,000** from the Undesignated Community Preservation Fund balance **to complete the funding of the Recreation Committee's creation of two new public tennis courts in place of the old ones at the Police Station;** said funds to be expended under the direction of the Community Preservation Committee; or take any other action thereon.

Sponsored by the Recreation Committee and the Community Preservation Committee
Finance Committee recommends adoption of this article.
Capital Budgeting Committee Recommendation: "B" High Priority

*Upon a motion made and duly seconded, it was **VOTED** by majority voice vote to appropriate **$35,000** from the **Undesignated Community Preservation Fund** balance to complete the funding of the **Recreation Committee's** creation of **two new public tennis courts** in place of the old ones at the **Police Station;** said funds to be expended under the direction of the Community Preservation Committee.*

ARTICLE 21: To see if the Town will vote to appropriate $25,000 in legal and acquisition costs, and $725,000 in land purchase expense, for a total appropriation of **$750,000 to enable the Town of Boxford to acquire for**

Open Space and Conservation purposes, and to authorize the Board of Selectmen to accept the deed to the town of fee simple interest or less, of two parcels of land on Main Street, Boxford, Essex County, Massachusetts, being a portion of the property known as the Cargill property, the first parcel consisting of 7.5± acres of open land identified as Map 26, Lot 2, Parcel 6 in the records of the Boxford Assessors; and the second parcel consisting of 7.0± acres of open space identified as Map 26, Lot 2, Parcel 26 in the records of the Boxford Assessors, on file with the Town Clerk together with all flowage rights and easements and subject to all well rights and easements; said land to be managed by the Boxford Conservation Commission; and that to fund said purchase, **to transfer $750,000 from the Undesignated Community Preservation Fund balance; the Town's intention is to fund the remaining $50,000 needed for the purchase through expenditure of private donations received therefore;** and to authorize the Conservation Commission and the Board of Selectmen to submit on behalf of the town any and all applications deemed necessary for grants and/or reimbursements from the Commonwealth of Massachusetts, or the United States, under the Self-Help Act (M.G.L. Chapter 132A § 11) and/or any other state or federal programs including those in aid of conservation land acquisition; and/or any others in any way connected with the scope of this Article; said gifts or grants to be deposited in the Undesignated Community Preservation Fund balance; and that the Board of Selectmen be authorized to grant a perpetual conservation restriction in said parcels of land meeting the requirements of M.G.L. Chapter 44B, § 12 and M.G.L. Chapter 184, §§ 31-33, as may be deemed appropriate, and to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town of Boxford to affect said purchase, said funds to be expended by the Conservation Commission and the Community Preservation Committee; or take any other action thereon.

Sponsored by the Land Committee and the Community Preservation Committee
Finance Committee does not recommend approval of this Article.
Capital Budgeting Committee Recommendation: "D" Does Not Recommend

Amendment to Article 21 was to read as follows: *amend the phase "said gifts or grants to be deposited in the undesignated Community Preservation Fund balance"* ***to say "said gifts or grants to be deposited in the General Fund unless a separate depository is legally required."***

Upon a motion made and duly seconded, ***it was DEFEATED*** *by majority voice vote* ***not to amend Article 2.***

Upon a motion made and duly seconded, it was ***VOTED*** *by majority hand count of* ***195 YES*** *to 109 NO to appropriate* ***$25,000*** *in legal and acquisition costs, and* ***$725,000*** *in land purchase expense, for a total appropriation of* ***$750,000 to enable the Town of Boxford to acquire for Open Space and Conservation purposes, and to authorize the Board of Selectmen***

to accept the deed to the town of fee simple interest or less, of two parcels of land on Main Street, Boxford, Essex County, Massachusetts, being a portion of the property known as the Cargill property*, the first parcel consisting of 7.5± acres of open land identified as Map 32, Lot 2, Parcel 6 in the records of the Boxford Assessors; and the second parcel consisting of 7.0± acres of open space identified as Map 32, Lot 2, Parcel 26 in the records of the Boxford Assessors, on file with the Town Clerk together with all flowage rights and easements and subject to all well rights and easements; said land to be managed by the Boxford Conservation Commission; and that to fund said purchase,* ***to transfer $750,000 from the Undesignated Community Preservation Fund balance; the Town's intention is to fund the remaining $50,000 needed for the purchase through expenditure of private donations received therefore;*** *and to authorize the Conservation Commission and the Board of Selectmen to submit on behalf of the town any and all applications deemed necessary for grants and/or reimbursements from the Commonwealth of Massachusetts, or the United States, under the Self-Help Act (M.G.L. Chapter 132A § 11) and/or any other state or federal programs including those in aid of conservation land acquisition; and/or any others in any way connected with the scope of this Article; said gifts or grants to be deposited in the Undesignated Community Preservation Fund balance; and that the Board of Selectmen be authorized to grant a perpetual conservation restriction in said parcels of land meeting the requirements of M.G.L. Chapter 44B, § 12 and M.G.L. Chapter 184, §§ 31-33, as may be deemed appropriate, and to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town of Boxford to affect said purchase, said funds to be expended by the Conservation Commission and the Community Preservation Committee.*

ARTICLE 22. To see if the Town will vote to establish the interest rate to be charged for deferred property taxes for qualifying seniors under M.G.L. Chapter 59, Section 5, Clause 41A, for fiscal years beginning after July 1, 2007, which rate shall be the daily interest rate offered as of June 30 of the preceding fiscal year by the Massachusetts Municipal Depository Trust for municipal deposits, as determined and confirmed by the Town Treasurer each fiscal year, or 8%, whichever is less; or take any other action thereon.

Sponsored by the Board of Assessors

Upon a motion made and duly seconded, it was ***VOTED*** *by unanimous voice vote to establish the interest rate to be charged for* ***deferred property taxes for qualifying seniors under M.G.L. Chapter 59, Section 5, Clause 41A****, for fiscal years beginning on or after July 1, 2007, which rate shall be the daily interest rate offered as of June 30 of the preceding fiscal year by the Massachusetts Municipal Depository Trust for municipal deposits, as determined and confirmed by the Town Treasurer each fiscal year, or 8%, whichever is less.*

ARTICLE 23. To see if the Town will vote to amend its bylaws, Boxford Town Code Chapter 19 Officers and Employees, Article IX Moderator, § 19-22 Election; term, by deleting: "A Moderator shall be elected from the town for a term of office of one year" and replacing it with "A Moderator shall be elected from the town for a term of office of three years"; or take any other action thereon. Sponsored by the Board of Selectmen

Upon a motion made and duly seconded, it was ***VOTED*** *by majority voice vote to amend the town bylaws,* ***Boxford Town Code Chapter 19 Officers and Employees, Article IX Moderator, § 19-22 Election;*** *term, by deleting: "A Moderator shall be elected from the town for a term of office of one year" and* ***replacing it with "A Moderator shall be elected from the town for a term of office of three years".***

ARTICLE 24. To see if the Town will vote to amend its Bylaws and add the following new section in Boxford Town Code, Chapter 11 Departments, Article II. Fire Department to read:

"§ 11-5.1 Mutual Aid

The Fire Department is authorized to go to aid another city, town, fire district or area under federal jurisdiction in this commonwealth or in any adjoining state in extinguishing fires therein, or rendering any other emergency aid or performing any detail as ordered by the Chief of the fire department, and while in the performance of their duties in extending such aid the members of Town Fire Department shall have the same immunities and privileges as if performing the same within the Town of Boxford."

or take any other action thereon.

Sponsored by the Board of Selectmen

Upon a motion made and duly seconded it was ***VOTED*** *by unanimous voice vote to amend the Town Bylaws* ***and add the following new section in Boxford Town Code, Chapter 11 Departments, Article II. Fire Department to read:***

"§ 11-5.1 Mutual Aid

The Fire Department is authorized to go to aid another city, town, fire district or area under federal jurisdiction in this commonwealth or in any adjoining state in extinguishing fires therein, or rendering any other emergency aid or performing any detail as ordered by the Chief of the fire department, and while in the performance of their duties in extending such aid the members of Town Fire Department shall have the same immunities and privileges as if performing the same within the Town of Boxford."

ARTICLE 25. To transact any other business that may legally come before said meeting.

*Upon a motion made and duly seconded, it was **VOTED to DISSOLVE Annual Town Meeting 2007** by a unanimous voice vote at 12:07 pm.*

*Second night of Annual Town Meeting was attended by **396 registered voters.** Checkers and counters were appointed by Patricia Shields Boxford's Town Clerk.*

(REPLACE WITH ORIGINAL SIGNATURE PAGE)

A True Record: Patricia Shields

Town Clerk, Patricia Shields

RAISE AND APPROPRIATE:	
Article #4 Town Budget FY 2008	$24,907,842.00
Override Questions:	
Article #5 North Shore Vocational School	$ 57,966.00
Article #6 Masconomet High District School	$ 68,228.00
Article #7 Elementary School	$ 275,732.00
Total Raise & Appropriate	**$ 25,309,768.00**
TRANSFERS FROM FREE CASH:	
Article # 8 Capital Purchases	$ 326,023.00
Article # 9 Study DPW Office/Garage	$ 25,000.00
Article # 11 Unemployment Compensation Fund	$ 30,000.00
Total Free Cash	**$ 381,023.00**
REVOLVING ACCOUNTS:	
Article # 2 Recycling, Printing, Library Photocopy, Conservation, Highway Safety & Council on Aging	**$ 125,000.00**
OFFSET RECEIPTS:	
Article #4 Receipts Reserve for Appropriation/Septic Loan Program	$ 13,571.00
Article #8 Capital Purchases	$ 100,000.00
Overlay Released by Assessors	$ **113,571.00**

COMMUNITY PRESERVATION FUNDS:

Article #15	Appropriations:	$ 305,556.00
Reserves:		$ 646,000.00
Total CPF		**$ 951,556.00**

Article # 16	Town Clerks Project	$ 11,500.00
Article # 17	Recreation Trails II	$ 14,000.00
Article # 20	New Tennis Courts	$ 35,000.00
Article #21	Cargill Property	$ 750,000.00
Total		**$ 810,500.00**

TOWN OF BOXFORD
ANNUAL TOWN ELECTION
MAY 15, 2007

	PCT 1	PCT 2	PCT 3	TOTAL
TOTAL BALLOTS CAST FOR PRECINCTS	**396**	**625**	**501**	**1522**
OFFICE/CANDIDATES				
BOARD OF SELECTMEN 2 FOR 3 YRS				
Blanks	132	202	158	**492**
Barbara G. Jessel	195	257	261	**713**
Leo J. Kraunelis, Jr.	144	198	181	**523**
John P. McCormack	65	156	79	**300**
Peter C. Perkins	254	436	321	**1011**
Write-Ins	2	1	2	**5**
All Other				
Total Votes	**792**	**1250**	**1002**	**3044**
MODERATOR 1 FOR 1 YR				
Blanks	77	126	95	**298**
Gerald R. Johnson	319	493	401	**1213**
Write-Ins	0	6	5	**11**
All Other				
Total Votes	**396**	**625**	**501**	**1522**
BOARD OF COMMISSIONER OF TRUST FUNDS 1 FOR 3 YRS				
Blanks	116	203	137	**456**
Anthony C. Dinanno	280	417	363	**1060**
Write-Ins	0	5	1	**6**
All Other				
Total Votes	**396**	**625**	**501**	**1522**
ASSESSOR 1 FOR 3 YRS				
Blanks	90	154	117	**361**
David F. Benson	305	468	381	**1151**
Write-Ins	1	3	3	**7**
All Other				
Total Votes	**396**	**625**	**501**	**1522**

	PCT 1	PCT 2	PCT 3	TOTAL
TOWN CLERK 1 FOR 3 YRS				
Blanks	29	49	23	**101**
Patricia A. Shields	227	409	312	**948**
Robin E. Phelan	140	165	165	**470**
Write-Ins	0	2	1	**3**
All Other				
Total Votes	**396**	**625**	**501**	**1522**
MASCONOMET REGIONAL DISTRICT SCHOOL COMMITTEE 1 FOR 3 YRS				
Blanks	105	204	142	**451**
Kimberly A. Holliday	286	413	353	**1052**
Write-Ins	0	8	6	**14**
Cynthia Foster	5	0	0	**5**
All Other				
Total Votes	**396**	**625**	**501**	**1522**
SCHOOL COMMITTEE 1 FOR 3 YEARS				
Blanks	335	551	424	**1310**
Write-Ins	38	46	47	**131**
Cynthia Foster	23	28	30	**81**
All Other				
Total Votes	**396**	**625**	**501**	**1522**
BOARD OF HEALTH 1 FOR 3 YRS				
Blanks	132	209	156	**497**
Louise B. Kress	260	410	340	**1010**
Write-Ins	4	6	5	**15**
All Other				
Total Votes	**396**	**625**	**501**	**1522**
PLANNING BOARD 2 FOR 5 YRS				
Blanks	484	779	635	**1898**
Mary H. Langer	285	403	343	**1031**
Write-Ins	3	16	5	**24**
Pat Canonica	20	41	17	**78**
Lance Cluster	0	11	2	**13**
All Other				
Total Votes	**792**	**1250**	**1002**	**3044**

	PCT 1	PCT 2	PCT 3	TOTAL
PLANNING BOARD 1 FOR 4 YRS				
Blanks	143	228	168	**539**
John S. Merriam	246	387	330	**963**
Write-Ins	7	10	3	**20**
All Other				
Total Votes	**396**	**625**	**501**	**1522**
TRUSTEES OF BOXFORD TOWN LIBRARIES 2 FOR 1 YR				
Blanks	492	829	613	**1934**
Frank W. Quackenbush	264	385	345	**994**
Write-Ins	13	12	14	**39**
Guy Simmons	23	24	30	**77**
All Other				
Total Votes	**792**	**1250**	**1002**	**3044**
TRUSTEES OF BOXFORD TOWN LIBRARIES 2 FOR 3 YR				
Blanks	264	468	317	**1049**
Christine M. MacNeill	250	384	334	**968**
Kristen D. Blaeser	259	382	333	**974**
Write-Ins	5	4	2	**11**
Guy Simmons	14	12	16	**42**
All Other				
Total Votes	**792**	**1250**	**1002**	**3044**
CONSTABLE EAST PARISH 1 FOR 1 YR				
Blanks	336	540	435	**1311**
Write-Ins	44	64	52	**160**
Mark Balding	8	17	8	**33**
Robert Mackay	8	4	6	**18**
All Other				
Total Votes	**396**	**625**	**501**	**1522**

	PCT 1	PCT 2	PCT 3	TOTAL
CONSTABLE WEST PARISH 1 FOR 1 YR				
Blanks	122	150	154	**426**
David Smallman	273	471	346	**1096**
Write-Ins	1	4	1	**6**
All Other				
Total Votes	**396**	**625**	**501**	**1522**

QUESTION #1

Shall the Town of Boxford be allowed to assess an additional $57,966 for the purpose of additionally funding the Fiscal Year 2008 North Shore Regional Vocational School District Assessment, thereby completing the funding required to meet the total assessment and approve the district certified budget, for the fiscal year beginning July first, two thousand seven?

Blanks	12	20	17	**49**
Yes	247	342	287	**876**
No	137	263	197	**597**
Total Votes	**396**	**625**	**501**	**1522**

QUESTION #2

Shall the Town of Boxford be allowed to assess an additional $68,228 for the purpose of additionally funding the Fiscal Year 2008 Masconomet Regional School District Assessment, thereby completing the funding required to meet the total assessment and approve the district certified budget, for the fiscal year beginning July first, two thousand seven?

Blanks	10	14	13	**27**
Yes	257	356	302	**915**
No	129	255	186	**570**
Total Votes	**396**	**625**	**501**	**1522**

QUESTION #3

Shall the Town of Boxford be allowed to assess an additional $275,732 for the purpose of additionally funding the Fiscal Year 2008 Elementary School Budget, for the fiscal year beginning July first, two thousand seven?

Blanks	10	19	16	**45**
Yes	241	317	268	**826**
No	145	289	217	**651**
Total Votes	**396**	**625**	**501**	**1522**

TOWN OF BOXFORD
SPECIAL TOWN MEETING MINUTES – OCTOBER 23, 2007

Voters of the Town of Boxford met at Masconomet Regional High School on Tuesday, October 23, 2007. Moderator Gerald Johnston called Special Town Meeting to order@ 7:40 p.m.

The articles of the warrant were disposed of as follows:

ARTICLE 1. To see if the Town will vote to raise and appropriate, or transfer from available funds, in accordance with M.G.L. chapter 44, section 64, the sum of **$1,791.60 to pay bills of charge for the Recreation Committee,** funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

Sponsored and supported by the Board of Selectmen and
Recreation Committee
Finance Committee recommends adoption of this article

*Upon a motion made and duly seconded, it was **VOTED by unanimous voice vote to transfer from free cash**, in accordance with M.G.L. chapter 44, section 64, the sum of **$1,791.60 to pay bills of charge for the Recreation Committee,** funds to be expended under the direction of the Board of Selectmen.*

ARTICLE 2. To see if the Town will vote to **accept the provisions of Massachusetts General Laws Chapter 44, Section 55C establishing a trust to be known as the Boxford Affordable Housing Trust Fund** whose purpose shall be to provide for the creation and preservation of affordable housing in the Town for the benefit of low and moderate income households, and in the implementation thereof will vote to authorize the Selectmen to execute a Declaration of Trust and Certificate of Trust for the Boxford Affordable Housing Trust and to amend the Town Bylaws by inserting the following new section: Chapter 7, Article XVII, Trustees of Affordable Housing Trust Fund:

§ 7-46 There shall be a Board of Trustees of the Boxford Affordable Housing Trust established by the vote under Article 2 of the October 23, 2007 Special Town Meeting which shall consist of five (5) trustees appointed by the Board of Selectmen, at least one of which shall be member of the Board of Selectmen, for terms of two years to expire on June 30, except that initially terms shall be selected by the Selectmen, so that two trustees so appointed shall have initial terms not to exceed one year and three trustees so appointed shall have terms not to exceed two years.

§ 7-47 The powers of the board, all of which shall be carried on in furtherance of the purposes set forth in Massachusetts General Laws Chapter 44, Section 55C, shall be as set forth in said statute.

or take any other action thereon.

Sponsored by the Housing Partnership Committee
Board of Selectmen supports adoption of this article

Upon a motion made and duly seconded, it was ***VOTED by greater than 2/3 voice vote*** *to* ***call the vote on Article 2.***

Upon a motion made and duly seconded, ***it was VOTED*** *by a hand count of 52* ***Yes*** *and 168* ***No to DEFEAT Article 2. To accept the provisions of Massachusetts General Laws Chapter 44, Section 55C establishing a trust to be known as the Boxford Affordable Housing Trust Fund*** *whose purpose shall be to provide for the creation and preservation of affordable housing in the Town for the benefit of low and moderate income households, and in the implementation thereof will vote to authorize the Selectmen to execute a Declaration of Trust and Certificate of Trust for the Boxford Affordable Housing Trust and to amend the Town Bylaws by inserting the following new section: Chapter 7, Article XVII, Trustees of Affordable Housing Trust Fund:*

§ 7-46 There shall be a Board of Trustees of the Boxford Affordable Housing Trust established by the vote under Article 2 of the October 23, 2007 Special Town Meeting which shall consist of five (5) trustees appointed by the Board of Selectmen, at least one of which shall be member of the Board of Selectmen, for terms of two years to expire on June 30, except that initially terms shall be selected by the Selectmen, so that two trustees so appointed shall have initial terms not to exceed one year and three trustees so appointed shall have terms not to exceed two years.

§ 7-47 The powers of the board, all of which shall be carried on in furtherance of the purposes set forth in Massachusetts General Laws Chapter 44, Section 55C, shall be as set forth in said statute.

ARTICLE 3. To see if the Town will vote to modify its zoning bylaw §196-13 B (11) (a) Farm stands, by deleting the current sub-paragraph (a); shown below with words to be deleted struck through; and inserting new paragraphs (a.1), (a.2) and (a.3); new words shown below in bold:

§196-13 B (11) Subject to the grant of a special permit by the Board of Appeals as provided in Article X below, the following:

~~(a) Farm stands set back at least 30 feet from the front lot line on the land of the owner for retail sales of farm produce and agriculturally related products, a majority or which were raised, produced, created or processed on the property of the owner.~~

(a.1) Farm stands, being a retail sale facility set back at least 30 feet from the lot line of property owned by another and a public way, for the sale of produce, wine, dairy products and other agriculturally related products, provided that either during the months of June, July, August and September of each year or during the harvest season of the primary crop raised on land of the owner or lessee, 25 per cent of such products for sale, based on either gross sales dollars or volume, have been produced by the owner or lessee of the land on which the facility is located, or at least 25 per cent of such products for sale, based on either gross annual sales or annual volume, have been produced by the owner or lessee of the land on which the facility is located and at least an additional 50 per cent of such products for sale, based upon either gross annual sales or annual volume, have been produced in Massachusetts on land other than that on which the facility is located, used for the primary purpose of commercial agriculture, aquaculture, silviculture, horticulture, floriculture or viticulture, whether by the owner or lessee of the land on which the facility is located or by another. For the purposes of this section, the term "agriculture" shall be as defined in section 1A of chapter 128, and the term horticulture shall include the growing and keeping of nursery stock and the sale thereof. Said nursery stock shall be considered to be produced by the owner or lessee of the land if it is nourished, maintained and managed while on the premises.

(a.2) Farm stands, as set forth in (a.1) above, which during the months of June, July, August, and September of the year or during the harvest season of the primary crop raised on land of the owner or lessee, the majority of such products for sale, based on either gross sales dollars or volume, have been produced by the owner or lessee of the land on which the facility is located, upon application to the Board of Selectmen, may be granted a common victualler's license. Prior to submitting such application the owner or lessee shall submit to the Board of Appeals sufficient information for a determination at a public meeting that the farm stand's gross sales dollars or volume qualifies the farm stand for such license.

(a.3) Subject to special site plan review, farm stands as set forth in section (11) (a.1) or (a.2) above may conduct seasonal agrotourism events, such as but not limited to, farm festivals, events, retail activities where the traveling public interacts directly with the farm family/farm workers. Plans submitted for special site plan review need only show that portion of the farm subject to the agrotourism

activity. Assessor maps will be deemed adequate for this purpose. The special site plan review shall be limited to:

a) Adequacy of parking;
b) Convenience and safety of pedestrian and vehicular traffic;
c) Adequacy of methods of waste disposal.

To the extent that any such activities can reasonably be expected to substantially affect the neighborhood adjacent to the site, the Board of Appeals shall impose such restrictions as are reasonably related to mitigating any such negative impact.

or to take any other action thereon.

Sponsored by the Agricultural Commission and Planning Board
Board of Selectmen supports adoption of this article

Upon a motion made and duly seconded, it was ***VOTED by unanimous voice vote to PASSOVER Article 3.***

ARTICLE 4. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of **$28,000 for a replacement police cruiser,** and to authorize the Selectmen to dispose of the current vehicle in any manner they deem appropriate, funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

Sponsored and supported by the Board of Selectmen
Finance Committee recommends adoption of this article
Capital Budget Committee Recommendation: "A" Essential

Upon a motion made and duly seconded, it was ***VOTED by majority voice vote to transfer from free cash the sum of $28,000 for a replacement police cruiser,*** *and to authorize the Selectmen to dispose of the current vehicle in any manner they deem appropriate, funds to be expended under the direction of the Board of Selectmen.*

ARTICLE 5. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of **$14,000 to purchase and install roadside guardrail in various locations on Main Street and Lily Pond Road**, said funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

Sponsored and supported by the Board of Selectmen and Fire Department
Finance Committee **does not** recommend adoption of this article
Capital Budget Committee Recommendation: "D" Does not recommend

Upon a motion made and duly seconded, it was ***VOTED by majority voice vote to transfer from free cash the sum of $14,000 to purchase and install roadside guardrail*** *in various locations on Main Street and Lily Pond Road, said funds to be expended under the direction of the Board of Selectmen.*

ARTICLE 6. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of **$21,381 for the reconstruction and resurfacing of various roads**, said funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

Sponsored and supported by the Board of Selectmen
Finance Committee recommends adoption of this article
Capital Budget Committee Recommendation: "B" High Priority

Amendment to Article 6 was VOTED by majority voice vote to see if the town will vote to transfer from available funds, the sum of $21,381 *for reconstruction and resurfacing of various roads, said funds to be expended under the direction of the Board of Selectmen.*

Upon a motion made and duly seconded, it was VOTED by majority voice vote to *transfer from available funds the sum of* ***$21,381 for the reconstruction and resurfacing of various roads****, said funds to be expended under the direction of the Board of Selectmen.*

ARTICLE 7. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of **$25,000 to supplement the FY 2008 Department of Public Works – All Other budget in order to fund professional engineering costs, and to fund related permits and expenses necessary to obtain required approvals and develop plans and specifications for the repair and re-construction of the Parker River culvert on Willow Road**, said funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

Sponsored and supported by the Board of Selectmen
Finance Committee recommends adoption of this article
Capital Budget Committee Recommendation: "A" Essential

Upon motion made and duly seconded, it was ***VOTED by majority voice vote to transfer from free cash the sum*** *of* ***$25,000 to supplement the FY 2008 Department of Public Works – All Other budget in order to fund professional engineering costs, and to fund related permits and expenses necessary to obtain required approvals and develop plans and specifications for the repair and re-construction of the Parker River culvert on Willow Road****, said funds to be expended under the direction of the Board of Selectmen.*

ARTICLE 8. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of **$32,000 to provide engineering services, oversight and other associated expenses, to re-drill and install a new pump with pitless adaptor in the existing Police Department public water supply well**, said funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

Sponsored and supported by the Board of Selectmen
Finance Committee recommends adoption of this article
Capital Budget Committee Recommendation: "A" Essential

*Upon motion made and duly seconded, it was **VOTED by a show of hands to DEFEAT Article 8.** To transfer from free cash the sum of **$32,000 to provide engineering services, oversight and other associated expenses, to re-drill and install a new pump with pitless adaptor in the existing Police Department public water supply well**, said funds to be expended under the direction of the Board of Selectmen.*

ARTICLE 9. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of **$25,000 to supplement the FY 2008 Department of Public Works – All Other budget for the purpose of increasing funds for tree removal**, said funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

Sponsored and supported by the Board of Selectmen
Finance Committee **does not** recommend adoption of this article
Capital Budget Committee Recommendation: "C" Low Priority

*Upon a motion made and duly seconded, **it was VOTED by majority voice vote** to allow **Planning Board Administrator, Len Phillips** to address the voters about selective tree removal at this Special Town Meeting.*

*Upon a motion made and duly seconded, it was **VOTED by majority voice vote to transfer from free cash** the sum of **$25,000 to supplement the FY 2008 Department of Public Works – All Other budget for the purpose of increasing funds for tree removal**, said funds to be expended under the direction of the Board of Selectmen.*

ARTICLE 10. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of **$13,200 to fund Boxford's share of a regional update of aerial photographs**, said funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

Sponsored by the Conservation Commission and Board of Assessors
Board of Selectmen supports adoption of this article
Finance Committee recommends adoption of this article
Capital Budget Committee Recommendation: "B" High Priority

Upon a motion made and duly seconded, it was ***VOTED to transfer from free cash the sum*** *of* ***$6,554 to fund Boxford's share of a regional update of aerial photographs****, said funds to be expended under the direction of the Board of Selectmen.*

ARTICLE 11. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of **$18,000 to fund various repair and maintenance projects on various town buildings,** said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Sponsored and supported by the Board of Selectmen and Facilities Maintenance Committee
Finance Committee recommends adoption of this article
Capital Budget Committee Recommendation: "A" Essential

Upon motion made and duly seconded, it was ***VOTED by unanimous voice vote*** *to* ***transfer from free cash*** *the sum of* ***$18,000 to fund various repair and maintenance projects on various town buildings,*** *said funds to be spent under the direction of the Board of Selectmen.*

ARTICLE 12. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of **$25,000 to fund a feasibility study on the possible expansion, renovation, addition and/or re-construction of the Boxford Community Center,** said funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

Sponsored and supported by the Selectmen and Community Center Building Committee
Finance Committee **does not** recommend adoption of this article
Capital Budget Committee Recommendation: "D" Does not recommend

Upon a motion made and duly seconded, it was ***VOTED by majority hand count of 164 Yes and 111 No;*** *to transfer from free cash the sum of* ***$25,000 to fund a feasibility study on the possible expansion, renovation, addition and/or re-construction of the Boxford Community Center,*** *said funds to be expended under the direction of the Board of Selectmen.*

ARTICLE 13. To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift, eminent domain, or otherwise all or a portion of **a parcel of land on Middleton Road, Boxford, Essex County, Massachusetts, being a portion of the property known as the Haynes property**, described as lot 2 on a plan of land titled: "Sketch Plan Showing Lots 1, 2 and Parcel A in Boxford, Mass.", Prepared for Elmlea Partnership Trust, dated July 10, 2007, drawn by Neve-Morin Group, Inc., on file with the Town Clerk together with all flowage rights and easements and subject to all well rights and easements; that said land be conveyed to the Town of Boxford under the

provisions of Massachusetts General Laws, Chapter 44B, as it may hereafter be amended; said land to be under the care, custody, management and control of the Boxford Board of Selectmen and held for one or more of the purposes authorized under the Community Preservation Act:

a. Acquisition, creation, and preservation of open space,
b. Acquisition, preservation, rehabilitation and restoration of historic resources;
c. Acquisition, creation and preservation of land for recreational use;
d. Acquisition, creation, preservation and support of community housing; and
e. Rehabilitation or restoration of open space, land for recreational use and community housing that is acquired or created as provided by M.G.L. ch. 44B (the Community Preservation Act);

and that prior to committing any portion of the property to any of the uses specified above, areas of the property designated for specific uses must be clearly identified and delineated by subsequent votes of Town Meeting, and that the Board of Selectmen shall appoint a subcommittee charged with developing recommendations for the use of the property; and that to fund said purchase including all costs incidental and related thereto, to appropriate the sum of $3,300,000 or any other amount; and that to meet this appropriation the sum of $1,300,000 be transferred from the Undesignated Community Preservation Fund balance, $100,000 be transferred from the FY '08 Budgeted Reserve, and that the treasurer, with the approval of the Selectmen, be authorized to borrow the sum of $1,900,000 as authorized under the Community Preservation Program pursuant to Massachusetts General Laws, Chapter 44 section 7, Chapter 44B section 11, and/or any other enabling authority; and to authorize the Board of Selectmen to grant conservation restrictions or other such perpetual restrictions, approve use restrictions, as may be permitted pursuant to the Community Preservation Act, on all or any portion of said parcel; seek, receive and accept grants, donations or reimbursements for this purpose, and/or any others in any way connected with the scope of this Article, and to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town of Boxford to affect said purchase; or take any other action thereon.

Sponsored and supported by the Board of Selectmen, Land Committee, Recreation Committee and Community Preservation Committee
Community Preservation Committee recommends adoption of this article
Finance Committee recommends adoption of this article
Capital Budgeting Committee Recommendation: "A" Essential

NOTE: *The total cost of this acquisition is $3.25 million in land purchase price and $100,000 in legal, debt acquisition and debt service expenses. The Town is paying the $100,000 in acquisition expenses and $3.2 million for the land purchase. The remaining $50,000 land purchase expense is to be raised privately.*

Amendment to Article 13 was DEFEATED by a voice vote*, to strike the words; "and to authorize the Board of Selectmen to grant conservation restrictions or other such perpetual restrictions, approve use restrictions, as may be permitted pursuant to the Community Preservation Act, on all or any portion of said parcel; seek, receive and accept grants, donations or reimbursements for this purpose, and/or any others in any way connected with the scope of this Article".*

Second amendment to Article 13 was DEFEATED by a voice vote, *to change the words "subsequent votes of Town Meeting" to read "subsequent 2/3 majority votes of Town Meeting".*

Upon a motion made and duly seconded, ***it was VOTED by hand count of 253 Yes and 20 No;*** *to authorize the Selectmen to acquire by purchase, gift, eminent domain, or otherwise all or a portion of* ***a parcel of land on Middleton Road, Boxford, Essex County, Massachusetts, being a portion of the property known as the Haynes property****, described as lot 2 on a plan of land titled: "Sketch Plan Showing Lots 1, 2 and Parcel A in Boxford, Mass.", Prepared for Elmlea Partnership Trust, dated July 10, 2007, drawn by Neve-Morin Group, Inc., on file with the Town Clerk together with all flowage rights and easements and subject to all well rights and easements; that said land be conveyed to the Town of Boxford under the provisions of Massachusetts General Laws, Chapter 44B, as it may hereafter be amended; said land to be under the care, custody, management and control of the Boxford Board of Selectmen and held for one or more of the purposes authorized under the Community Preservation Act:*

a. Acquisition, creation, and preservation of open space,
b. Acquisition, preservation, rehabilitation and restoration of historic resources;
c. Acquisition, creation and preservation of land for recreational use;
d. Acquisition, creation, preservation and support of community housing; and
f. Rehabilitation or restoration of open space, land for recreational use and community housing that is acquired or created as provided by M.G.L. ch. 44B (the Community Preservation Act);

and that prior to committing any portion of the property to any of the uses specified above, areas of the property designated for specific uses must be clearly identified and delineated by subsequent votes of Town Meeting, and that the Board of Selectmen shall appoint a subcommittee charged with developing recommendations for the use of the property; and that to fund said purchase including all costs incidental and related thereto, to appropriate the sum of $3,300,000 or any other amount; and that to meet this appropriation the sum of $1,300,000 be transferred from the Undesignated Community Preservation Fund balance, $100,000 be transferred from the FY '08 Budgeted Reserve, and that the treasurer, with the approval of the Selectmen, be authorized to borrow the sum of $1,900,000 as authorized under the Community Preservation

Program pursuant to Massachusetts General Laws, Chapter 44 section 7, Chapter 44B section 11, and/or any other enabling authority; and to authorize the Board of Selectmen to grant conservation restrictions or other such perpetual restrictions, approve use restrictions, as may be permitted pursuant to the Community Preservation Act, on all or any portion of said parcel; seek, receive and accept grants, donations or reimbursements for this purpose, and/or any others in any way connected with the scope of this Article, and to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town of Boxford to affect said purchase.

ARTICLE 14. To see if the Town will vote to appropriate the sum of **$720,000, or any other amount, to preserve the historic Lincoln Hall, Main Street, West Boxford Center**; including all costs incidental and related thereto; said rehabilitation expenses as necessary for Lincoln Hall to continue to serve as a community meeting place, including but not limited to improvements needed to meet modern codes such as installing insulation, new heating and air conditioning systems, insulating doors and windows, installing handicapped lift and bathrooms, and updating the electrical system, and that to fund such rehabilitation, $25,000 shall be appropriated from the Community Preservation Committee Historic Resources Reserve, $20,000 shall be transferred from the FY '08 Budgeted Reserve, and the treasurer, with the approval of the Selectmen, shall be authorized to issue debt in the amount of $675,000 under the Community Preservation Program for the rehabilitation of historic resources, pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority, said funds to be expended under the direction of the Community Preservation Committee and the Board of Selectmen or to take any other action thereon.

Sponsored and supported by the Board of Selectmen, Lincoln Hall Building Committee and the Community Preservation Committee
Community Preservation Committee recommends adoption of this article
Finance Committee recommends adoption of this article
Capital Budgeting Committee Recommendation: "D" Does not recommend

Upon a motion made and duly seconded, it was VOTED by a greater than 2/3 voice vote *to call the vote on article 14.*

Upon a motion made and duly seconded, it was VOTED by a greater than 2/3 voice vote *to appropriate the sum of* ***$698,000 to preserve the historic Lincoln Hall, Main Street, West Boxford Center****; including all costs incidental and related thereto; said rehabilitation expenses as necessary for Lincoln Hall to continue to serve as a community meeting place, including but not limited to improvements needed to meet modern codes such as installing insulation, new heating and air conditioning systems, insulating doors and windows, installing handicapped lift and bathrooms, and updating the electrical system, and that to fund such rehabilitation, $25,000 shall be appropriated from the Community Preservation Committee Historic Resources*

Reserve, $20,000 shall be transferred from the FY '08 Budgeted Reserve, and the treasurer, with the approval of the Selectmen, shall be authorized to issue debt in the amount of $675,000 under the Community Preservation Program for the rehabilitation of historic resources, pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority, said funds to be expended under the direction of the Community Preservation Committee and the Board of Selectmen.

ARTICLE 15. To see if the Town will vote to appropriate **$86,000 to partially fund the rehabilitation of the Holyoke-French Barn** into an agricultural and commerce heritage exhibit, including general restoration of the existing barn, gathering and preparing artifacts and designing and constructing an exhibit space; and that to fund such rehabilitation, $86,000 shall be appropriated from the Community Preservation Committee Historic Resources Reserve, pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority; or to take any other action thereon.

Sponsored and supported by the Board of Selectmen and
Community Preservation Committee
Community Preservation Committee recommends adoption of this article
Finance Committee recommends adoption of this article
Capital Budgeting Committee Recommendation: "D" Does not recommend

Upon a motion made and duly seconded, ***it was VOTED by majority voice vote to appropriate $86,000 to partially fund the rehabilitation of the Holyoke-French Barn*** *into an agricultural and commerce heritage exhibit, including general restoration of the existing barn, gathering and preparing artifacts and designing and constructing an exhibit space; and that to fund such rehabilitation, $86,000 shall be appropriated from the Community Preservation Committee Historic Resources Reserve, pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority.*

ARTICLE 16. To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 59, Section 5, Clause 55 and to accept to the provisions of Massachusetts General Laws, Chapter 44B, Section 3, Paragraph "i", to allow the Board of Assessors to grant certain property tax and Community Preservation Act Surtax exemptions to qualified residents occupying units in housing cooperatives; or take any other action thereon.

Sponsored by the Board of Assessors
Board of Selectmen supports adoption of this article
Finance Committee recommends adoption of this article

NOTE: *If accepted, units leased to members of housing cooperatives and occupied as their domiciles are considered owned by the members for purposes of making them eligible for personal exemptions, CPA surcharge exemptions or a residential exemption that requires ownership. The portion of the property owned*

by a member would be in proportion to the member's share of stock in the cooperative to the total outstanding stock of the corporation. The exemption in the tax assessed to the cooperative is to be credited to the portion of the tax the particular member is charged by the cooperative. Four Mile Village qualifies as a housing cooperative.

***Upon a motion made and duly seconded, it was VOTED** by a **unanimous voice vote to accept** the provisions of **Massachusetts General Laws, Chapter 59, Section 5, Clause 55** and to accept to the provisions of **Massachusetts General Laws, Chapter 44B, Section 3, Paragraph "i",** to allow the Board of Assessors to grant certain property tax and Community Preservation Act Surtax exemptions to qualified residents occupying units in housing cooperatives.*

ARTICLE 17. To see if the Town will vote to amend the Stormwater Management Bylaw, Town Code, Chapter 160 by inserting the following three definitions in section 160-3, and by making the following changes to sections 160-5 and 160-6 (words to be deleted struck through, new words in bold):

ABUTTER -- Means the owner of any property any portion of which lies within 500 feet radially from any lot line of the subject property including owners of land directly opposite on any public or private street or way including any in another municipality or across a body of water. In the case of property that has frontage on a pond, abutters shall include all those properties with frontage on the pond or pond association if in existence.

MAJORITY VOTE -- Means a vote by a majority of the Commission for all actions taken under section 160-5 of the Stormwater Management Bylaw (permit-related actions) and issuance of enforcement orders, and a vote by a majority of a quorum of the Commission for all other matters under the Bylaw or under these Regulations.

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) -- Municipal separate storm sewer system means a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains) that are: (i) Owned or operated by a State, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to State law) having jurisdiction over disposal of sewage, industrial wastes, storm water, or other wastes, including special districts under State law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under section 208 of the Federal Clean Water Act that discharges to waters of the United States; (ii) Designed or used for collecting or conveying storm water; (iii) Which is not a

combined sewer; and (iv) Which is not part of a Publicly Owned Treatment Works (POTW) as defined at 40 CFR 122.2.

§ 160-5. Administration.

A. The Conservation Commission shall administer, implement and enforce this bylaw. Any powers granted to or duties imposed upon the Conservation Commission may be delegated in writing by the Conservation Commission to its employees or agents.

B. The Conservation Commission may adopt, and periodically amend, rules and regulations relating to the terms, conditions, definitions, enforcement, fees (including application, inspection, and/or consultant fees), application requirements, **permit amendment requirements,** procedures and administration of this Stormwater Management Bylaw by majority vote of the Conservation Commission, after conducting a public hearing to receive comments on any proposed rules and regulations, or revisions thereto. Such hearing dates shall be advertised in a newspaper of general local circulation, at least 14 days prior to the hearing date. Failure by the Conservation Commission to promulgate such rules and regulations or a legal declaration of their invalidity by a court shall not act to suspend or invalidate the effect of this bylaw.

C. No work proposed in any Stormwater Management Permit shall be undertaken until the permit issued by the Commission with respect to such work has been recorded in the Registry of Deeds or, if the land affected is registered land, in the registry section of the Land Court for the district wherein the land lies and until the holder of the permit certifies in writing to the Commission that the permit has been recorded.

~~C~~ **D.** The Conservation Commission may take any of the following actions as a result of an application for a Stormwater Management Permit: Approval, Approval with Conditions, Disapproval, or Disapproval without Prejudice.

E. A permit shall expire three years from the date of issuance. At the Commission's discretion, any permit may be renewed twice for an additional one-year period, provided that a request for a renewal is received in writing by the Commission at least thirty (30) days prior to expiration. Notwithstanding the above, a permit may contain requirements which shall be enforceable for a stated number of years, indefinitely or until permanent protection is in place, and shall apply to all owners of the land.

§ 160-6. ~~Applicability~~ **Statement of Jurisdiction**.

or to take any other action thereon.

Sponsored by the Conservation Commission
Board of Selectmen supports adoption of this article

Upon a motion made and duly seconded, it was VOTED by unanimous voice vote *to amend the Stormwater Management Bylaw, Town Code, Chapter 160 by inserting three definitions in section 160-3, and by making changes to sections 160-5 and 160-6; as printed in Article 17 of the October 23, 2007 Special Town Meeting Warrant.*

160-3 ABUTTER -- Means the owner of any property any portion of which lies within 500 feet radially from any lot line of the subject property including owners of land directly opposite on any public or private street or way including any in another municipality or across a body of water. In the case of property that has frontage on a pond, abutters shall include all those properties with frontage on the pond or pond association if in existence.

MAJORITY VOTE -- Means a vote by a majority of the Commission for all actions taken under section 160-5 of the Stormwater Management Bylaw (permit-related actions) and issuance of enforcement orders, and a vote by a majority of a quorum of the Commission for all other matters under the Bylaw or under these Regulations.

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) -- Municipal separate storm sewer system means a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains) that are: (i) Owned or operated by a State, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to State law) having jurisdiction over disposal of sewage, industrial wastes, storm water, or other wastes, including special districts under State law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under section 208 of the Federal Clean Water Act that discharges to waters of the United States; (ii) Designed or used for collecting or conveying storm water; (iii) Which is not a combined sewer; and (iv) Which is not part of a Publicly Owned Treatment Works (POTW) as defined at 40 CFR 122.2.

§ 160-5. Administration.

A. The Conservation Commission shall administer, implement and enforce this bylaw. Any powers granted to or duties imposed upon the Conservation Commission may be delegated in writing by the Conservation Commission to its employees or agents.

B. The Conservation Commission may adopt, and periodically amend, rules and regulations relating to the terms, conditions, definitions, enforcement, fees (including application, inspection, and/or consultant fees), application requirements, **permit amendment requirements,** procedures and administration of this Stormwater Management Bylaw by

majority vote of the Conservation Commission, after conducting a public hearing to receive comments on any proposed rules and regulations, or revisions thereto. Such hearing dates shall be advertised in a newspaper of general local circulation, at least 14 days prior to the hearing date. Failure by the Conservation Commission to promulgate such rules and regulations or a legal declaration of their invalidity by a court shall not act to suspend or invalidate the effect of this bylaw.

C. **No work proposed in any Stormwater Management Permit shall be undertaken until the permit issued by the Commission with respect to such work has been recorded in the Registry of Deeds or, if the land affected is registered land, in the registry section of the Land Court for the district wherein the land lies and until the holder of the permit certifies in writing to the Commission that the permit has been recorded.**

D. The Conservation Commission may take any of the following actions as a result of an application for a Stormwater Management Permit: Approval, Approval with Conditions, Disapproval, or Disapproval without Prejudice.

E. **A permit shall expire three years from the date of issuance. At the Commission's discretion, any permit may be renewed twice for an additional one-year period, provided that a request for a renewal is received in writing by the Commission at least thirty (30) days prior to expiration. Notwithstanding the above, a permit may contain requirements which shall be enforceable for a stated number of years, indefinitely or until permanent protection is in place, and shall apply to all owners of the land.**

§ 160-6. **Statement of Jurisdiction**.

ARTICLE 18. To see if the Town will **vote to accept the following road**, as described, as a public way, including any appurtenant easements; said plans on file with the Town Clerk:

Haynes Road in its entirety, from Station 0+00 to 4+38.33 as shown on a plan entitled, "Definitive Plan of Hidden Meadow" owner Charles W. Haynes", prepared by Donohoe and Parkhurst, Inc. dated June 6, 1999; to be recorded in Essex South Registry of Deeds; or take any other action thereon.

Sponsored by the Planning Board

Upon a motion made and duly seconded, it was ***VOTED by unanimous voice vote to accept the following road****, as described, as a public way, including any appurtenant easements; said plans on file with the Town Clerk.*

ARTICLE 19. To see if the town will vote to amend selected portions of its Personnel Bylaws § 23-6. Employee benefits to now read as follows (words to be deleted struck through; new words in bold):

§ 23-6. Employee benefits.

C. Holidays. Eligible employees shall be entitled to the following holidays and shall receive their normal per diem compensation if scheduled to work on New Year's Day, Martin Luther King Day, President's Day, Patriots' Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day and Christmas Day.

If a holiday is observed on a day an eligible employee is not normally scheduled to work, that eligible employee shall be entitled to a one day "compensatory holiday" with time off at a subsequent date approved in advance by the member's supervisor. The compensatory holiday shall be taken as a full day, not in increments and must be taken prior to the close of the fiscal year.

D. Sick leave. Eligible employees shall be granted paid sick leave at their regular hourly rate on the basis of two hours earned for each regularly scheduled 40 hours worked (approximately one allowed day for each 20 days of work). No employee may accrue more than ~~680~~ **800** sick hours at any time during the course of employment. Sick leave shall not be paid to any employee who has not worked at least 60 calendar days following her/his probationary period. Paid sick leave shall not be granted unless the employee shall have notified his supervisor of the illness nor, in the case of more than three consecutive days of absence, unless a doctor's certificate of inability to work shall have been furnished to the department head if requested.

After twenty five (25) years of consecutive service to the Town, the Town agrees to pay a lump sum payment amounting to fifty percent (50%) of the up to one hundred (100) days of sick leave accrued and unused at the time of retirement. The Town shall be given a one year written advance notice of the intent to retire.

I. All full-time employees and management employees shall be eligible for ~~24~~ **32** hours of personal leave during each fiscal year. No personal leave time may be carried over into a subsequent fiscal year.

J. All eligible employees shall be entitled to up to ~~three~~ **four** days leave at the normal per diem rate due to a death in the immediate family. The immediate family includes a spouse, parent, child, siblings, legally adopted children, grandparents, **grandchild, parent of spouse**, or ~~relative~~ **person** living in the employee's household at the time of death. **Upon the death of an aunt, uncle, niece, or nephew, an employee is entitled to leave without loss of pay for a maximum of one day. Satisfactory**

evidence of death must be made to the employee's supervisor if requested. The length of the leave shall take into account the closeness of the relationship and travel arrangements necessary to attend either the funeral or memorial service.

or to take any other action thereon

Sponsored and supported by the Board of Selectmen
Finance Committee recommends adoption of this article.

Upon a motion made and duly seconded, it was ***VOTED by majority voice vote*** *to amend selected portions of its Personnel Bylaws § 23-6. Employee benefits to now read as printed in Article 19 of the October 23, 2007 Special Town Meeting Warrant.*

§ 23-6. Employee benefits.

C. Holidays. Eligible employees shall be entitled to the following holidays and shall receive their normal per diem compensation if scheduled to work on New Year's Day, Martin Luther King Day, President's Day, Patriots' Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day and Christmas Day.

If a holiday is observed on a day an eligible employee is not normally scheduled to work, that eligible employee shall be entitled to a one day "compensatory holiday" with time off at a subsequent date approved in advance by the member's supervisor. The compensatory holiday shall be taken as a full day, not in increments and must be taken prior to the close of the fiscal year.

D. Sick leave. Eligible employees shall be granted paid sick leave at their regular hourly rate on the basis of two hours earned for each regularly scheduled 40 hours worked (approximately one allowed day for each 20 days of work). No employee may accrue more than **800** sick hours at any time during the course of employment. Sick leave shall not be paid to any employee who has not worked at least 60 calendar days following her/his probationary period. Paid sick leave shall not be granted unless the employee shall have notified his supervisor of the illness nor, in the case of more than three consecutive days of absence, unless a doctor's certificate of inability to work shall have been furnished to the department head if requested.

After twenty five (25) years of consecutive service to the Town, the Town agrees to pay a lump sum payment amounting to fifty percent (50%) of the up to one hundred (100) days of sick leave accrued and unused at the time of retirement. The Town shall be given a one year written advance notice of the intent to retire.

I. All full-time employees and management employees shall be eligible for **32** hours of personal leave during each fiscal year. No personal leave time may be carried over into a subsequent fiscal year.

J. All eligible employees shall be entitled to up to **four** days leave at the normal per diem rate due to a death in the immediate family. The immediate family includes a spouse, parent, child, siblings, legally adopted children, grandparents, **grandchild, parent of spouse**, or **person** living in the employee's household at the time of death. **Upon the death of an aunt, uncle, niece, or nephew, an employee is entitled to leave without loss of pay for a maximum of one day. Satisfactory evidence of death must be made to the employee's supervisor if requested.** The length of the leave shall take into account the closeness of the relationship and travel arrangements necessary to attend either the funeral or memorial service.

ARTICLE 20. To transact any other business to legally come before this meeting.

Upon a motion made and duly seconded, it ***was VOTED by majority voice vote*** *to dissolve this Special Town Meeting @ 11:45 pm.* ***319 registered voters attend this Special Town Meeting.***

(REPLACE WITH ORIGINAL SIGNATURE PAGE)

A True Record:

Patricia Shields

Town Clerk, Patricia Shields

TRANSFERS FROM FREE CASH:

Article 1	Bill of Charge Recreation Committee	$ 1,791.60
Article 4	Purchase Police Cruiser	$28,000.00
Article 5	Roadside Guardrails	$ 14,000.00
Article 6	Resurfacing of various roads	$ 21,381.00
Article 7	Repair of culvert Willow Road	$ 25,000.00
Article 9	Tree removal	$ 25,000.00
Article 10	Aerial Photographs	$ 6,554.00
Article 11	Maintenance Town Buildings	$ 18,000.00
Article 12	Feasibility Study Community Center	$ 25,000.00
		$ 164,726.60

COMMUNITY PRESERVATION ACT:

Article 13	Undesignated Community Preservation	$1,300,000
	FY '08 Budgeted Reserve	$ 100,000
Article 14	Historic Resource Reserve	$ 23,000
Article 15	Historic Resources Reserve	$ 86,000
	MGL Chapter 44B	**$1,509,000**

BORROWING:

Article 13	Community Preservation Funds	$1,900,000
	MGL Chptr. 44 sec. 7, Chptr. 44B sec. 11	
Article 14	Community Preservation Funds	$ 675,000
	MGL Chptr. 44B	
		$2,575,000

2007 STATISTIC REPORT

DOG LICENSES TOTAL$30,9550.00

STATE HUNTING/FISHING LICENSES....$1,770.05

PASSPORTS$2,310.00

ACCESSORY APARTMENTS 18

RAFFLES 1

VITAL STATISTICS

BIRTHS

FEMALES.....22
MALES.....22

TOTAL BIRTHS.....44

DEATHS.....40

MARRIAGES.....12

FINANCE

Accountant's Independent Auditor's Report
Combined Financial Statements
And Additional Financial Information

Director of Municipal Finance

Finance Committee

Board of Assessors

Treasurer / Collector of Taxes

Commissioners of Trust Funds

Perley-Parkhurst-Cole Memorial Trust Fund

Guides for Perley-Parkhurst-Cole Application

Capital Budgeting Committee

INDEPENDENT AUDITORS' REPORT

To the Board of Selectmen
Town of Boxford, Massachusetts

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Boxford, Massachusetts, as of and for the year ended June 30, 2007, which collectively comprise the Town's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Town of Boxford's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements
are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Boxford, as of June 30, 2007, and the respective changes in financial position thereof, and the respective budgetary comparison for the General Fund, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis, appearing on the following pages, is not a required part of the basic financial statements but is supplementary information required by the *Governmental Accounting Standards Board*. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Andover, Massachusetts
November 14, 2007

MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the Town of Boxford, we offer readers this narrative overview and analysis of the financial activities of the Town of Boxford for the fiscal year ended June 30, 2007.

A. OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the basic financial statements. The basic financial statements are comprised of three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide Financial Statements. The government-wide financial statements are designed to provide readers with a broad overview of our finances in a manner similar to a private-sector business.

The statement of net assets presents information on all assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position is improving or deteriorating.

The statement of activities presents information showing how the government's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

The governmental activities include general government, public safety, education, public works, health and human services, culture and recreation, insurance and benefits, interest, and intergovernmental expense.

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into two categories: governmental funds and fiduciary funds.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available

at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

An annual appropriated budget is adopted for the general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

***Fiduciary funds*.** Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Town's own programs.

Notes to financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information which is required to be disclosed by the *Governmental Accounting Standards Board.*

B. FINANCIAL HIGHLIGHTS

- As of the close of the current fiscal year, the total of assets exceeded liabilities by $ 46,842,613 (i.e., net assets), a change of $ 2,122,779 in comparison to the prior year.
- As of the close of the current fiscal year, governmental funds reported combined ending fund balances of $ 6,721,894, a change of $ (2,637,319) in comparison to the prior year.
- At the end of the current fiscal year, unreserved fund balance for the general fund was $ 2,009,855, a change of $ 43,545 in comparison to the prior year.
- Total long-term debt (i.e., bonds payable) at the close of the current fiscal year was $ 13,723,172, a change of $ (1,143,571) in comparison to the prior year.

C. GOVERNMENT-WIDE FINANCIAL ANALYSIS

The following is a summary of condensed government-wide financial data for the current and prior fiscal years.

	Governmental Activities	
	2007	2006
Current and other assets	$ 8,444,067	$ 10,871,530
Capital assets	55,363,660	51,749,924
Total assets	63,807,727	62,621,454
Long-term liabilities outstanding	15,173,817	16,326,193
Other liabilities	1,791,297	1,575,427
Total liabilities	16,965,114	17,901,620
Net assets:		
Invested in capital assets, net	40,453,301	39,541,461
Restricted	4,474,441	4,480,593
Unrestricted	1,914,871	697,780
Total net assets	$ 46,842,613	$ 44,719,834

CHANGES IN NET ASSETS

	Governmental Activities	
	2007	2006
Revenues:		
Program revenues:		
Charges for services	$ 1,537,726	$ 1,540,033
Operating grants and contributions	2,511,703	2,489,543
Capital grants and contributions	1,077,882	892,501
General revenues:		
Property taxes	19,974,016	19,351,115
Excises	1,398,847	1,456,769
Penalties and interest on taxes	58,354	61,603
Grants and contributions not restricted to specific programs	1,328,027	1,045,995
Donations - Anvil Farm	-	1,600,000
Investment income	477,216	304,370
Other	11,341	6,451
Total revenues	28,375,112	28,748,380

(continued)

	Governmental Activities	
	2007	2006
Expenses:		
General government	2,329,520	1,716,554
Public safety	2,183,803	2,226,265
Education	16,567,490	16,472,166
Public works	1,455,656	1,339,297
Health and human services	186,226	221,269
Culture and recreation	508,567	449,346
Insurance and benefits	2,215,280	1,974,487
Interest on long-term debt	670,174	675,319
Intergovernmental	135,617	82,368
Miscellaneous	-	12,079
Total expenses	26,252,333	25,169,150
Change in net assets	2,122,779	3,579,230
Net assets - beginning of year, as restated	44,719,834	41,140,604
Net assets - end of year	$ 46,842,613	$ 44,719,834

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. At the close of the most recent fiscal year, total net assets were $ 46,842,613, a change of $ 2,122,779 from the prior year.

The largest portion of net assets $ 40,453,301 reflects our investment in capital assets (e.g., land, buildings and improvements, machinery and equipment, and infrastructure), less any related debt used to acquire those assets that is still outstanding. These capital assets are used to provide services to citizens; consequently, these assets are not available for future spending. Although the investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

In fiscal year 2007, as required by the provisions of GASB Statement 34, the Town retroactively reported all major general government infrastructure fixed assets (i.e. roads) that were acquired or significantly improved in the fiscal years ending after June 30, 1980. The Town's beginning net assets have been restated to reflect the effects of this change. See Note 7 for additional detail.

An additional portion of net assets $ 4,474,441 represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net assets $ 1,914,871 may be used to meet the government's ongoing obligations to citizens and creditors.

Governmental activities. Governmental activities for the year resulted in an increase in net assets of $ 2,122,779. Key elements of this change are as follows:

General fund change in fund balance (explained in more detail in Section D, below)	$ 128,782
Current year purchase of Anvil Farm land	3,001,499
Excess principal maturities, a budgeted expense, over depreciation, which is not budgeted	(359,578)
Other	(647,924)
Total	$ 2,122,779

D. FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

As noted earlier, fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The focus of governmental funds is to provide information on near-term inflows, outflows and balances of spendable resources. Such information is useful in assessing financing requirements. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, governmental funds reported combined ending fund balances of $ 6,721,894, a change of $ (2,637,319) in comparison with the prior year. Key elements of this change are as follows:

General fund change in fund balance (explained in more detail below)	$ 128,782
Anvil Farm change in fund balance	(2,466,499)
Other	(299,602)
Total	$ (2,637,319)

The general fund is the chief operating fund. At the end of the current fiscal year, unreserved fund balance of the general fund was $ 2,009,855, while total fund balance was $ 3,187,230. As a measure of the general fund's liquidity, it may be useful to compare both unreserved fund balance and total fund balance to total fund expenditures. Unreserved fund balance represents 8.0 percent of total general fund expenditures, while total fund balance represents 12.7 percent of that same amount.

The fund balance of the general fund increased by $ 128,782 during the current fiscal year. Key factors in this change are as follows:

Net revenue surplus	$ 334,755
Net appropriation surplus	140,157
Use of free cash and overlay surplus to fund various current year appropriations	(749,178)
Excess of current year encumbered appropriations over prior year encumbrances	113,728
Fund prior year snow/ice deficit	63,677
Other	225,643
Total	$ 128,782

E. GENERAL FUND BUDGETARY HIGHLIGHTS

Differences between the original budget and the final amended budget resulted in an overall increase in appropriations of $ 168,606. This increase was made up of the following appropriations:

- $ 168,606 from free cash and overlay surplus to supplement various fiscal year 2007 departmental budgets.

F. CAPITAL ASSET AND DEBT ADMINISTRATION

Capital assets. Total investment in capital assets at year end amounted to $ 55,363,660 (net of accumulated depreciation), a change of $ 24,429,809 from the prior year. This investment in capital assets includes land, buildings and improvements, machinery and equipment, and infrastructure.

Major capital asset events during the current fiscal year include the following:

- $ 20,816,073 for retroactive reporting of major general government infrastructure fixed assets from fiscal year 1981 to 2003 (as required by GASB Statement 34).
- $ 1,006,427 for various road improvement and drainage projects.
- $ 3,001,499 for the purchase of approximately 28 acres of property known as the Anvil Farm land.
- $ 114,818 for various buildings improvements.
- $ 425,410 for various vehicles, machinery and equipment.
- $ 568,731 for various ongoing projects, including the Community Center Rehabilitation project, the Tennis courts/Ball fields project, and the Lincoln Hall preservation project.

- Current year depreciation expense of $ (1,503,149).

Long-term debt. At the end of the current fiscal year, total bonded debt outstanding was $ 13,723,172, all of which was backed by the full faith and credit of the government.

Additional information on capital assets and long-term debt can be found in the footnotes to the financial statements.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Town of Boxford's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Office of the Town Accountant/Finance Director

Town of Boxford, Massachusetts

7A Spofford Road

Boxford, Massachusetts 01921

TOWN OF BOXFORD, MASSACHUSETTS

STATEMENT OF NET ASSETS

JUNE 30, 2007

	Governmental Activities
ASSETS	
Current:	
Cash and short-term investments	$ 4,256,755
Investments	3,527,027
Receivables, net of allowance for uncollectibles:	
Taxes	189,680
Excises	48,430
Intergovernmental	330,549
Other	5,940
Noncurrent:	
Receivables, net of allowance for uncollectibles:	
Taxes	13,976
Betterments	71,710
Land and construction in progress	15,749,948
Capital assets, net of accumulated depreciation	39,613,712
TOTAL ASSETS	63,807,727
LIABILITIES	
Current:	
Accounts payable	339,961
Accrued liabilities	352,286
Deferred revenues	77,650
Notes payable	900,000
Other	121,400
Current portion of long-term liabilities:	
Bonds payable	1,138,571
Other liabilities	46,112
Noncurrent:	
Bonds payable, net of current portion	12,584,601
Other liabilities, net of current portion	1,404,533
TOTAL LIABILITIES	16,965,114
NET ASSETS	
Invested in capital assets, net of related debt	40,453,301
Restricted for:	
Community preservation funds	2,830,051
Grants and other statutory restrictions	1,629,682
Permanent funds:	
Expendable	9,708
Nonexpendable	5,000
Unrestricted	1,914,871
TOTAL NET ASSETS	$ 46,842,613

See notes to financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2007

	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Grants and Contributions	Program Revenues: Capital Grants and Contributions	Net (Expenses) Revenues and Changes in Net Assets: Governmental Activities
Governmental Activities:					
General government	$ 2,329,520	$ 137,250	$ 33,542	$ -	$ (2,158,728)
Public safety	2,183,803	273,163	25,920	-	(1,884,720)
Education	16,567,490	769,943	2,384,783	381,503	(13,031,261)
Public works	1,455,656	282,032	3,059	696,379	(474,186)
Health and human services	186,226	71,373	35,564	-	(79,289)
Culture and recreation	508,567	3,965	28,489	-	(476,113)
Insurance and benefits	2,215,280	-	346	-	(2,214,934)
Interest expense	670,174	-	-	-	(670,174)
Intergovernmental	135,617	-	-	-	(135,617)
Total	$ 26,252,333	$ 1,537,726	$ 2,511,703	$ 1,077,882	(21,125,022)
General Revenues:					
Taxes					19,974,016
Excises					1,398,847
Penalties, interest and other taxes					58,354
Grants and contributions not restricted to specific programs					1,328,027
Investment income					477,216
Miscellaneous					11,341
Total general revenues					23,247,801
Change in Net Assets					2,122,779
Net Assets:					
Beginning of year, as restated					44,719,834
End of year					$ 46,842,613

See notes to financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

GOVERNMENTAL FUNDS

BALANCE SHEET

JUNE 30, 2007

	General	Community Preservation Fund	Anvil Farm	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS					
Cash and short-term investments	$ 2,997,126	$ 504,209	$ 18,031	$ 737,389	$ 4,256,755
Investments	337,327	2,410,736	-	778,964	3,527,027
Receivables:					
Taxes	200,424	3,232	-	-	203,656
Excises	66,524	-	-	-	66,524
Intergovernmental	-	-	-	330,549	330,549
Due from other funds	5,941	-	-	-	5,941
TOTAL ASSETS	$ 3,607,342	$ 2,918,177	$ 18,031	$ 1,846,902	$ 8,390,452
LIABILITIES AND FUND BALANCES					
Liabilities:					
Accounts payable	-	-	-	339,961	339,961
Accrued liabilities	90,853	-	-	-	90,853
Deferred revenues	208,607	1,796	-	-	210,403
Anticipation notes payable	-	-	900,000	-	900,000
Due to other funds	-	-	-	5,941	5,941
Other liabilities	120,652	748	-	-	121,400
TOTAL LIABILITIES	420,112	2,544	900,000	345,902	1,668,558
Fund Balances:					
Reserved for:					
Encumbrances and continuing appropriations	696,352	-	-	-	696,352
Expenditures	481,023	600,310	-	-	1,081,333
Perpetual (nonexpendable) permanent funds	-	-	-	5,000	5,000
Undesignated, reported in:					
General fund	2,009,855	-	-	-	2,009,855
Special revenue funds	-	2,315,323	-	1,629,682	3,945,005
Capital project funds	-	-	(881,969)	(143,390)	(1,025,359)
Permanent funds	-	-	-	9,708	9,708
TOTAL FUND BALANCES	3,187,230	2,915,633	(881,969)	1,501,000	6,721,894
TOTAL LIABILITIES AND FUND BALANCES	$ 3,607,342	$ 2,918,177	$ 18,031	$ 1,846,902	$ 8,390,452

See notes to financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES TO NET ASSETS OF GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF NET ASSETS

JUNE 30, 2007

Total governmental fund balances	$ 6,721,894
• Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	55,363,660
• Revenues are reported on the accrual basis of accounting and are not deferred until collection.	192,309
• In the Statement of Activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.	(261,433)
• Long-term liabilities, including bonds payable, are not due and payable in the current period and, therefore, are not reported in the governmental funds.	(15,173,817)
Net assets of governmental activities	$ 46,842,613

See notes to financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

GOVERNMENTAL FUNDS

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED JUNE 30, 2007

	General	Community Preservation Fund	Anvil Farm	Nonmajor Governmental Funds	Total Governmental Funds
Revenues:					
Taxes	$ 19,514,553	$ 482,424	$ -	$ -	$ 19,996,977
Excises	1,399,843	-	-	-	1,399,843
Interest and penalties	57,735	619	-	-	58,354
Licenses and permits	257,703	-	-	-	257,703
Intergovernmental	3,362,975	464,894	-	995,911	4,823,780
Charges for services	350,567	-	-	868,336	1,218,903
Interest earnings	309,175	140,090	-	31,964	481,229
Fines and forfeits	55,091	-	-	-	55,091
Other	90	-	-	107,099	107,189
Total Revenues	25,307,732	1,088,027	-	2,003,310	28,399,069
Expenditures:					
Current:					
General government	1,589,705	257,289	3,001,499	93,207	4,941,700
Public safety	2,050,801	-	-	42,730	2,093,531
Education	15,312,839	-	-	1,098,100	16,410,939
Public works	1,618,772	-	-	1,060,108	2,678,880
Health and human services	196,849	-	-	73,053	269,902
Culture and recreation	433,925	-	-	24,926	458,851
Insurance and benefits	2,192,481	-	-	22,799	2,215,280
Debt service	1,571,532	260,156	-	-	1,831,688
Intergovernmental	135,617	-	-	-	135,617
Total Expenditures	25,102,521	517,445	3,001,499	2,414,923	31,036,388
Excess (deficiency) of revenues over expenditures	205,211	570,582	(3,001,499)	(411,613)	(2,637,319)
Other Financing Sources (Uses):					
Transfers in	13,571	-	535,000	40,000	588,571
Transfers out	(90,000)	(485,000)	-	(13,571)	(588,571)
Total Other Financing Sources (Uses)	(76,429)	(485,000)	535,000	26,429	-
Change in fund balance	128,782	85,582	(2,466,499)	(385,184)	(2,637,319)
Fund Equity, at Beginning of Year, as restated	3,058,448	2,830,051	1,584,530	1,886,184	9,359,213
Fund Equity, at End of Year	$ 3,187,230	$ 2,915,633	$ (881,969)	$ 1,501,000	$ 6,721,894

See notes to financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

RECONCILIATION OF THE STATEMENT OF REVENUES EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2007

NET CHANGES IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS	$ (2,637,319)
• Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense:	
Capital outlay purchases	5,116,885
Depreciation	(1,503,149)
• Revenues in the Statement of Activities that do not provide current financial resources are fully deferred in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable (i.e., real estate and personal property, motor vehicle excise, etc.) differ between the two statements. This amount represents the net change in deferred revenue.	(23,957)
• The issuance of long-term debt (e.g., bonds and leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction, however, has any effect on net assets:	
Repayments of debt	1,143,571
• In the Statement of Activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.	17,943
• Some expenses reported in the Statement of Activities, such as compensated absences, do not require the use of current financial resources and therefore, are not reported as expenditures in the governmental funds.	8,805
CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES	$ 2,122,779

See notes to financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

GENERAL FUND

STATEMENT OF REVENUES AND OTHER SOURCES, AND EXPENDITURES AND OTHER USES - BUDGET AND ACTUAL

FOR THE YEAR ENDED JUNE 30, 2007

	Budgeted Amounts			Variance with Final Budget Positive (Negative)
	Original Budget	Final Budget	Actual Amounts	
Revenues and Other Sources:				
Taxes	$ 19,288,910	$ 19,288,910	$ 19,288,910	$ -
Excise	1,476,000	1,476,000	1,399,843	(76,157)
Penalties, interest and other taxes	50,000	50,000	57,735	7,735
Charges for services	295,000	295,000	350,567	55,567
Intergovernmental	2,644,335	2,644,335	2,793,886	149,551
Licenses and permits	238,000	238,000	257,703	19,703
Fines and forfeits	75,000	75,000	55,091	(19,909)
Interest earnings	111,000	111,000	309,175	198,175
Miscellaneous	-	-	90	90
Transfers in	13,571	13,571	13,571	-
Other sources	580,572	749,178	749,178	-
Total Revenues and Other Sources	24,772,388	24,940,994	25,275,749	334,755
Expenditures and Other Uses:				
General government	1,614,563	1,663,148	1,605,881	57,267
Public safety	2,012,153	2,052,852	2,008,548	44,304
Education	15,092,762	15,092,762	15,043,928	48,834
Public works	1,306,602	1,324,712	1,439,558	(114,846)
Health and human services	200,588	214,180	210,478	3,702
Culture and recreation	428,384	449,843	439,137	10,706
Debt service	1,621,532	1,621,532	1,621,532	-
Intergovernmental	135,633	135,633	135,617	16
Insurance and benefits	2,256,494	2,282,655	2,192,481	90,174
Snow/ice deficit	63,677	63,677	63,677	-
Transfers out	40,000	40,000	40,000	-
Total Expenditures and Other Uses	24,772,388	24,940,994	24,800,837	140,157
Excess (deficiency) of revenues and other sources over expenditures and other uses	$ -	$ -	$ 474,912	$ 474,912

See notes to financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

FIDUCIARY FUNDS

STATEMENT OF FIDUCIARY NET ASSETS

JUNE 30, 2007

	Private Purpose Trust Funds	Agency Funds
ASSETS		
Cash and short-term investments	$ -	$ 126,292
Investments	43,999	93,731
Total Assets	43,999	220,023
LIABILITIES AND NET ASSETS		
Performance bond deposits	-	171,883
Other liabilities	-	48,140
Total Liabilities	-	220,023
NET ASSETS		
Restricted for:		
Endowment	13,975	-
Unrestricted	30,024	-
Total net assets held in trust	$ 43,999	$ -

See notes to financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

FIDUCIARY FUNDS

STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS

FOR THE YEAR ENDED JUNE 30, 2007

	Private Purpose Trust Funds
Additions:	
Interest earnings	1,296
Contributions	18,931
Total contributions	20,227
Deductions:	
Education	14,400
Health and human services	930
Total deductions	15,330
Net increase (decrease)	4,897
Net assets:	
Beginning of year	39,102
End of year	$ 43,999

See notes to financial statements.

TOWN OF BOXFORD, MASSACHUSETTS
Notes to Financial Statements

1. Summary of Significant Accounting Policies

The accounting policies of the Town of Boxford (the Town) conform to generally accepted accounting principles (GAAP) as applicable to governmental units. The following is a summary of the more significant policies:

A. Reporting Entity

The government is a municipal corporation governed by an elected Board of Selectmen. As required by generally accepted accounting principles, these financial statements present the government and applicable component units for which the government is considered to be financially accountable. In fiscal year 2007, it was determined that no entities met the required GASB-39 criteria of component units.

B. Government-Wide and Fund Financial Statements

Government-Wide Financial Statements
The government-wide financial statements (i.e., the statement of net assets and the statement of activities) report information on all of the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Fund Financial Statements
Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

C. *Measurement Focus, Basis of Accounting, and Financial Statement Presentation*

Government-Wide Financial Statements

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

Amounts reported as *program revenues* include (1) charges to customers or applicants for goods, services, or privileges provided, (2) operating grants and contributions, and (3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes and excises.

Fund Financial Statements

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers property tax revenues to be available if they are collected within 60 days of the end of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

The government reports the following major governmental funds:

- The *General Fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

- The *Community Preservation Fund* is used to account for reve- nues and expenditures related to the levy of a three percent property tax surcharge that is authorized by the Community Preservation Act. This fund was established by the Town for the purpose of acquiring open

land for conservation, developing affordable housing, and preserving historical property.

- The *Anvil Farm Fund* is used to account for revenues and expenditures associated with the purchase of approximately 28 acres of property known as the Anvil Farm land.

The private-purpose trust fund is used to account for trust arrangements, other than those properly reported in the permanent fund, under which principal and investment income exclusively benefit individuals, private organizations, or other governments.

D. Cash and Short-Term Investments

Cash balances from all funds, except those required to be segregated by law, are combined to form a consolidation of cash. Cash balances are invested to the extent available, and interest earnings are recognized in the General Fund. Certain special revenue and fiduciary funds segregate cash, and investment earnings become a part of those funds.

Deposits with financial institutions consist primarily of demand deposits, certificates of deposits, and savings accounts. A cash and investment pool is maintained that is available for use by all funds. Each fund's portion of this pool is reflected on the combined financial statements under the caption "cash and short-term investments". The interest earnings attributable to each fund type are included under investment income.

E. Investments

State and local statutes place certain limitations on the nature of deposits and investments available. Deposits in any financial institution may not exceed certain levels within the financial institution. Non-fiduciary fund investments can be made in securities issued by or unconditionally guaranteed by the U.S. Government or agencies that have a maturity of one year or less from the date of purchase and repurchase agreements guaranteed by such securities with maturity dates of no more than 90 days from the date of purchase.

Investments for the General Fund, the Community Preservation Fund and the Trust Funds consist of bank certificates of deposit, corporate bonds, marketable securities, and U.S. Treasury/Agency securities. Investments are carried at market value.

F. Property Tax Limitations

Legislation known as "Proposition 2 1/2" limits the amount of revenue that can be derived from property taxes. The prior fiscal year's tax levy limit is used as a base and cannot increase by more than 2.5 percent (excluding new

growth), unless an override or debt exemption is voted. The actual fiscal year 2007 tax levy reflected an excess capacity of $ 606,067.

G. Capital Assets

Capital assets, which include land, buildings and improvements, machinery and equipment and infrastructure, are reported in the government-wide financial statements. Capital assets are defined by the government as assets with an initial individual cost that exceeds $ 5,000 to $ 100,000, depending on the asset's category, and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Capital assets of the primary government are depreciated using the straight-line method over the following estimated useful lives:

Assets	Years
Buildings	40
Building improvements	20
Infrastructure	50
Vehicles	6
Office equipment	5
Computer equipment	5

H. Compensated Absences

It is the government's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. All vested sick and vacation pay is accrued when incurred in the government-wide financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

I. Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the statement of net assets.

J. Fund Equity

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

K. Use of Estimates

The preparation of basic financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures for contingent assets and liabilities at the date of the basic financial statements, and the reported amounts of the revenues and expenditures/expenses during the fiscal year. Actual results could vary from estimates that were used.

2. Stewardship, Compliance and Accountability

A. Budgetary Information

At the annual town meeting, the Finance Committee presents an operating and capital budget for the proposed expenditures of the fiscal year commencing the following July 1. The budget, as enacted by town meeting, establishes the legal level of control and specifies that certain appropriations are to be funded by particular revenues. The original budget is amended during the fiscal year at special town meetings as required by changing conditions. In cases of extraordinary or unforeseen expenses, the Finance Committee is empowered to transfer funds from the Reserve Fund (a contingency appropriation) to a departmental appropriation. "Extraordinary" includes expenses which are not in the usual line, or are great or exceptional. "Unforeseen" includes expenses which are not foreseen as of the time of the annual meeting when appropriations are voted.

Departments are limited to the line items as voted. Certain items may exceed the line item budget as approved if it is for an emergency and for the safety of the general public. These items are limited by the Massachusetts General Laws and must be raised in the next year's tax rate.

Formal budgetary integration is employed as a management control device during the year for the General Fund. Effective budgetary control is achieved for all other funds through provisions of the Massachusetts General Laws.

At year-end, appropriation balances lapse, except for certain unexpended capital items and encumbrances which will be honored during the subsequent year.

B. *Budgetary Basis*

The General Fund final appropriation appearing on the "Budget and Actual" page of the fund financial statements represents the final amended budget after all reserve fund transfers and supplemental appropriations.

C. *Budget/GAAP Reconciliation*

The budgetary data for the general fund is based upon accounting principles that differ from generally accepted accounting principles (GAAP). Therefore, in addition to the GAAP basis financial statements, the results of operations of the general fund are presented in accordance with budgetary accounting principles to provide a meaningful comparison with budgetary data.

The following is a summary of adjustments made to the actual revenues and other sources, and expenditures and other uses, to conform to the budgetary basis of accounting.

General Fund	Revenues and Other Financing Sources	Expenditures and Other Financing Uses
Revenues/Expenditures (GAAP basis)	$ 25,307,732	$ 25,102,521
Other financing sources/uses (GAAP basis)	13,571	90,000
Subtotal (GAAP Basis)	25,321,303	25,192,521
Adjust tax revenue to accrual basis	(225,643)	-
Reverse beginning of year appropriation carryforwards from expenditures	-	(582,624)
Add end of year appropriation carryforwards to expenditures	-	696,352
To reverse the effect of non-budgeted State contributions for teachers retirement	(569,089)	(569,089)
To record raising of prior year's snow and ice deficit	-	63,677
Recognize use of free cash and overlay surplus as a funding source	749,178	-
Budgetary basis	$ 25,275,749	$ 24,800,837

D. Excess of Expenditures Over Appropriations

The expenditure exceeding appropriations during the current fiscal year is as follows:

Public works (snow/ice deficit)	$ (114,846)

E. Deficit Fund Equity

The following funds had deficits as of June 30, 2007:

Anvil Farm	$ (881,969)
Hwy Chapter 90	$ (362,620)

The deficits in these funds will be eliminated through future borrowing, departmental and intergovernmental revenues, and transfers from other funds.

3. Cash and Investments

Cash and investments as of June 30, 2007 are classified in the accompanying financial statements as follows:

Statement of net assets:	
Cash and short-term investments	$ 4,234,299
Investments	3,549,483
Fiduciary funds:	
Cash and short-term investments	126,292
Investments	137,730
Total cash and investments	$ 8,047,804

Cash and investments at June 30, 2007 consist of the following:

Cash on hand	$ 2,375
Deposits with financial institutions	4,380,672
Investments	3,664,757
Total cash and investments	$ 8,047,804

A) Custodial Credit Risk

Custodial credit risk for *deposits* is the risk that, in the event of the failure of a depository financial institution, the Town will not be able to recover its

deposits or will not be able to recover collateral securities that are in the possession of an outside party. Custodial credit risk for *investments* is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, the Town will not be able to recover the value of its investments or collateral securities that are in the possession of another party. Massachusetts General Laws, Chapter 44, section 55, limits deposits "in a bank or trust company or banking company to an amount not exceeding sixty per cent of the capital and surplus of such bank or trust company or banking company, unless satisfactory security is given to it by such bank or trust company or banking company for such excess." The Town does not have a formal policy for custodial credit risk.

As of June 30, 2007, $ 3,447,991 of the Town's bank balance of $ 4,975,845 was exposed to custodial credit risk as uninsured, uncollateralized, and collateral held by pledging bank's trust department not in the Town's name.

B) Credit Risk

Generally, credit risk is the risk that the issuer of an investment will not fulfill its obligation to the holder of the investment. For short-term investments that were purchased using surplus revenues, Massachusetts General Law, Chapter 44, Section 55 limits the Town's investments to the top rating issued by at least one nationally recognized statistical rating organization (NRSROs). Presented below is the actual Moody's rating as of June 30, 2007 for each of the Town's investment types (in thousands):

		Minimum	Rating as of Year End		
Investment Type	Fair Value	Legal Rating	Aaa	A3	Not Rated
Certificates of deposit	$ 93	N/A	$ -	$ -	$ 93
Corporate bonds	200	N/A	-	200	-
Federal agency securities	3,158	N/A	3,158	-	-
Corporate equities	214	N/A	-	-	214
Total	$ 3,665		$ 3,158	$ 200	$ 307

C) Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Town does not have a formal investment policy for managing its exposure to fair value losses arising from changing interest rates.

Information about the sensitivity of the fair values of the Town's investments to market interest rate fluctuations is as follows (in thousands):

Investment Type	Fair Value	Investment Maturities (in Years) Less than One Year	1 to 5	5 to 10
Debt-related securities:				
Certificates of deposit	$ 93	$ 93	$ -	$ -
Corporate bonds	200	-	200	-
Federal agency securities	3,158	868	2,020	270
Subtotal	3,451	$ 961	$ 2,220	$ 270
Corporate equities	214			
Total investments	$ 3,665			

Investments with Fair Values Highly Sensitive to Interest Rate Fluctuations

The Town's investments include the following investments that are highly sensitive to interest rate fluctuations (to a greater degree than already indicated in the information provided above):

Highly Sensitive Investments	Fair Value at Year End
Mortgage backed securities. These securities are subject to early payment in a period of declining interest rates. The resultant reduction in expected total cash flows affect the fair value of these securities and makes the fair value of these securities highly sensitive to changes in interest rates.	$ 3,158

D) Concentration of Credit Risk

The Town does not have a formal investment policy limiting the amount that can be invested in any one issuer beyond that stipulated by Massachusetts General Laws. Investments in any one issuer (other than U.S. Treasury securities, mutual funds, and external investment pools) that represent more than 5% or more of the Town's total investments are as follows (in thousands):

Issuer	Investment Type	Reported Amount
Federal Home Loan Bank	Federal agency securities	$ 1,665
Federal National Mtg. Assn.	Federal agency securities	1,151
Federal Home Loan Mtg Corp.	Federal agency securities	327
Verizon Penn	Corporate bonds	200
Total		$ 3,343

E) Foreign Currency Risk

Foreign currency risk is the risk that changes in foreign exchange rates will adversely affect the fair value of an investment. The Town does not have a formal policy for foreign currency risk.

4. Taxes Receivable

Real estate and personal property taxes are levied and based on values assessed on January 1st of every year. Assessed values are established by the Board of Assessors for 100% of the estimated fair market value. Taxes are due on a quarterly basis and are subject to penalties and interest if they are not paid by the respective due date. Real estate and personal property taxes levied are recorded as receivables in the fiscal year they relate to.

Fourteen days after the due date for the final tax bill for real estate taxes, a demand notice may be sent to the delinquent taxpayer. Fourteen days after the demand notice has been sent, the tax collector may proceed to file a lien against the delinquent taxpayers' property. The Town has an ultimate right to foreclose on property for unpaid taxes. Personal property taxes cannot be secured through the lien process.

Taxes receivable at June 30, 2007 consist of the following:

Real Estate, Levy Year 2007	$ 161,506
Community Preservation, Levy Year 2007	3,232
Personal Property, Levy Year 2007	96
Tax Title, all years	38,822
Total	$ 203,656

5. Allowance for Doubtful Accounts

The receivables reported in the accompanying entity-wide financial statements reflect the following estimated allowances for doubtful accounts:

	Governmental
Excises	$ 18,094

6. Intergovernmental Receivables

This balance represents reimbursements requested from State agencies for expenditures incurred in fiscal 2007.

7. Capital Assets

Capital asset activity for the year ended June 30, 2007 was as follows (in thousands):

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities:				
Capital assets, being depreciated:				
Buildings and improvements	$ 19,284	$ 167	$ -	$ 19,451
Machinery, equipment, and furnishings	2,946	425	-	3,371
Infrastructure*	29,106	1,006	-	30,112
Total capital assets, being depreciated	51,336	1,598	-	52,934
Less accumulated depreciation for:				
Buildings and improvements	(4,422)	(484)	-	(4,906)
Machinery, equipment, and furnishings	(1,409)	(273)	-	(1,682)
Infrastructure*	(5,986)	(746)	-	(6,732)
Total accumulated depreciation	(11,817)	(1,503)	-	(13,320)
Total capital assets being depreciated, net	39,519	95	-	39,614
Capital assets, not being depreciated:				
Land	12,157	3,017	-	15,174
Construction in progress	74	569	(67)	576
Total capital assets, not being depreciated	12,231	3,586	(67)	15,750
Governmental activities capital assets, net, as restated*	$ 51,750	$ 3,681	$ (67)	$ 55,364

* The beginning balances have been restated to reflect the Town's retroactive capitalization of major general government infrastructure fixed assets for governmental activities, as required by GASB Statement 34.

Depreciation expense was charged to functions of the Town as follows (in thousands):

Governmental Activities:

General government	$ 854
Public safety	188
Education	279
Public works	128
Health and human services	4
Culture and recreation	50
Total depreciation expense - governmental activities	$ 1,503

8. Accounts Payable

Accounts payable represent additional 2007 expenditures paid after July 15, 2007.

9. Accrued Liabilities

Governmental activities: This balance represents the amount accrued in the current period for interest on the Town's outstanding general obligation bonds, as well as accrued employee payroll.

Governmental funds: This balance represents accrued employee payroll.

10. Deferred Revenue

Government-wide financial statements report *deferred revenues* in connection with the Town's unapportioned betterment receivables.

Governmental funds report *deferred revenue* in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period.

The balance of the General Fund deferred revenues account is equal to the total of all June 30, 2007 receivable balances, except real and personal property taxes that are accrued for subsequent 60 day collections.

11. Anticipation Notes Payable

The Town had the following note outstanding at June 30, 2007: .

	Interest Rate	Date of Issue	Date of Maturity	Balance at June 30, 2007
Bond anticipation	3.89%	06/28/07	06/26/08	$ 900,000

The following summarizes activity in notes payable during fiscal year 2007:

Balance Beginning of Year	New Issues	Maturities	Payoffs	Balance End of Year
$ 950,000	$ 900,000	$ (900,000)	$ (50,000)	$ 900,000

12. Long-Term Debt

A. *General Obligation Bonds*

The Town issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds currently outstanding are as follows:

Government Activities	Serial Maturities Through	Interest Rate(s)% *	Amount Outstanding as of June 30, 2007
Bonds payable - Inside the Debt Limit			
School bonds	06/15/16	*	$ 2,860,000
Title V (MWPAT)	08/01/18	-	130,444
Land acquisition	06/15/17	*	1,170,000
Title V (MWPAT)	02/01/21	-	37,728
Police station	04/15/21	*	2,240,000
Town hall	08/15/22	*	3,575,000
Sawyer/Richardson land	08/15/22	*	2,520,000
Fire truck	08/15/17	*	195,000
Spofford Pond road drainage	08/15/22	*	225,000
Bonds payable - Outside the Debt Limit			
Landfill closure	06/15/17	*	570,000
Spofford Pond school	06/15/09	*	200,000
Total			$ 13,723,172

* Certain debt reflects variable interest rates ranging from 2.0% to 6.375%.

B. *Future Debt Service*

The annual principal payments to retire all general obligation long-term debt outstanding as of June 30, 2007 are as follows:

Governmental	Principal	Interest	Total
2008	$ 1,138,571	$ 608,792	$ 1,747,363
2009	1,153,572	563,705	1,717,277
2010	1,063,572	515,991	1,579,563
2011	1,083,512	471,034	1,554,546
2012	1,093,565	422,986	1,516,551
2013 - 2017	5,222,816	1,322,494	6,545,310
2018 - 2022	2,637,564	366,563	3,004,127
2023 - 2027	330,000	7,343	337,343
Total	$ 13,723,172	$ 4,278,908	$ 18,002,080

The General Fund and the Community Preservation Fund have been designated as the sources to repay the governmental-type general obligation long-term debt outstanding as of June 30, 2007.

C. Changes in General Long-Term Liabilities

During the year ended June 30, 2007, the following changes occurred in long-term liabilities (in thousands):

	Total Balance 7/1/06	Additions	Reductions	Total Balance 6/30/07	Less Current Portion	Equals Long-Term Portion 6/30/07
Governmental Activities						
Bonds payable	$ 14,867	$ -	$ (1,144)	$ 13,723	$ (1,138)	$ 12,585
Other:						
Landfill closure	1,363	-	(33)	1,330	(34)	1,296
Accrued employee benefits	97	24	-	121	(12)	109
Totals	$ 16,327	$ 24	$ (1,177)	$ 15,174	$ (1,184)	$ 13,990

13. Landfill Closure and Postclosure Care Costs

The Town's landfill was closed and capped in the Spring of 2001. State and Federal laws and regulations require the Town to perform certain maintenance and monitoring functions at the site of its capped landfill for thirty years after closure. These *postclosure care* costs are reported as a long-term liability in the government-wide financial statements, and a portion of the liability is expensed each year. The amount of the postclosure care liability and the portion of costs expensed each year are based on estimates provided by management. In 1999, the Town issued $ 1,050,000 in general obligation bonds to fund estimated closure and monitoring costs.

14. Restricted Net Assets

The accompanying entity-wide financial statements report restricted net assets when external constraints from grantors or contributors are placed on net assets.

Permanent fund restricted net assets are segregated between nonexpendable and expendable. The nonexpendable portion represents the original restricted principal contribution, and the expendable represents accumulated earnings which are available to be spent based on donor restrictions.

15. Reserves of Fund Equity

"Reserves" of fund equity are established to segregate fund balances which are either not available for expenditure in the future or are legally set aside for a specific future use.

The following types of reserves are reported at June 30, 2007:

Reserved for Encumbrances and Continuing Appropriations - An account used to segregate that portion of fund balance committed for expenditure of financial resources upon vendor performance.

Reserved for Expenditures - Represents the amount of fund balance appropriated to be used for expenditures in the subsequent year budget.

Reserved for Perpetual Funds - Represents the principal of the nonexpendable trust fund investments. The balance cannot be spent for any purpose; however, it may be invested and the earnings may be spent.

16. Commitments and Contingencies

Outstanding Lawsuits - There are several pending lawsuits in which the Town is involved. The Town's management is of the opinion that the potential future settlement of such claims would not materially affect its financial statements taken as a whole.

Grants - Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government.

Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount of expenditures which may be disallowed by the grantor cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

17. Post-Employment Health Care and Life Insurance Benefits

The Town has accepted Chapter 32B of Massachusetts General Laws to provide for health care and life insurance benefits to retirees, their dependents, or their survivors. These benefits are provided through the Town's group plans. The cost of these benefits is included in the total cost of benefits for both active and retired employees. The number of participants currently eligible to receive benefits, and cost of benefits for retirees, their dependents, or their survivors for the year ended June 30, 2007 was not available.

18. Pension Plan

The Town follows the provisions of GASB Statement No. 27, *Accounting for Pensions for State and Local Government Employees,* with respect to the employees' retirement funds.

A. *Plan Description*

The Town contributes to the Essex County Retirement System (the "System"), a cost-sharing multiple-employer, defined benefit pension plan administered by a county retirement board. The System provides retirement, disability and death benefits to plan members and beneficiaries. Chapter 32 of the Massachusetts General Laws assigns the System the authority to establish and amend benefit provisions of the plan, and grant cost-of-living increases, to the State legislature. The System issues a publicly available financial report which can be obtained through the Essex Regional Retirement Board, 491 Maple Street, Building 200, Suite 202, Danvers, Massachusetts 01923.

B. *Funding Policy*

Plan members are required to contribute to the System at rates ranging from 5% to 11% of annual covered compensation. The Town is required to pay into the System its share of the remaining system-wide actuarially determined contribution plus administration costs which are apportioned among the employers based on active covered payroll. The contributions of plan members and the Town are governed by Chapter 32 of the Massachusetts General Laws. The Town's contributions to the System for the years ended June 30, 2007, 2006, and 2005 were $ 566,833, $ 526,540, and $ 513,053, respectively, which were equal to its annual required contributions for each of these years.

C. Teachers

As required by State statutes, teachers of the Town are covered by the Massachusetts Teachers Retirement System (MTRS). The MTRS is funded by contributions from covered employees and the Common- wealth of Massachusetts. The Town is not required to contribute.

All persons employed on at least a half-time basis, who are covered under a contractual agreement requiring certification by the Board of Education are eligible, and must participate in the MTRS.

Based on the Commonwealth of Massachusetts' retirement laws, employees covered by the pension plan must contribute a percentage of gross earnings into the pension fund. The percentage is determined by the participant's date of entry into the system and gross earnings, up to $ 30,000, as follows:

Before January 1, 1975	5%
January 1, 1975 - December 31, 1983	7%*
January 1, 1984 - June 30, 1996	8%*
July 1, 1996 - June 30, 2001	9%*
Beginning July 1, 2001	11%

* Effective January 1, 1990, all participants hired after January 1, 1979, who have not elected to increase to 11%, contribute an additional 2% of salary in excess of $ 30,000.

The Town's current year covered payroll for teachers and administrators for the year ended June 30, 2007 was not available.

In fiscal year 2007, the Commonwealth of Massachusetts contributed $ 569,089 to the MTRS on behalf of the Town. This is included in the education expenditures and intergovernmental revenues in the general fund.

19. Risk Management

The government is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the government carries commercial insurance. There were no significant reductions in insurance coverage from the previous year and have been no material settlements in excess of coverage in any of the past three fiscal years.

20. Beginning Fund Equity/Net Assets Restatement

The beginning (July 1, 2006) fund equity/net assets of the Town have been restated as follows:

Government-Wide Financial Statements:

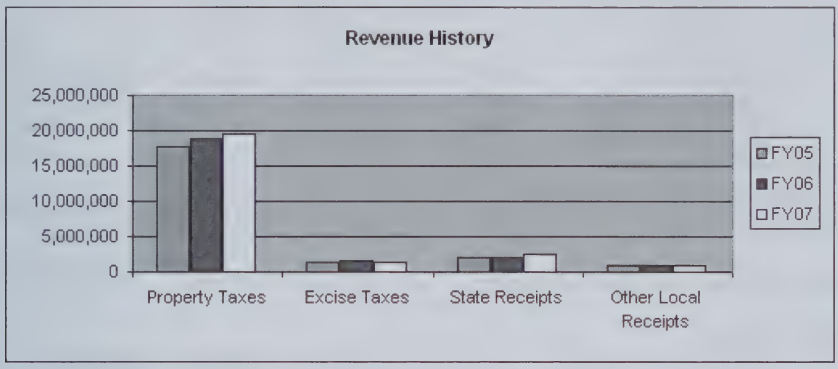
	Governmental Activities
Net assets, as previously reported	$ 23,936,317
Retroactive reporting of infrastructure fixed assets	20,816,073
Reclassify deposits to agency funds	(32,556)
Net assets, as restated	$ 44,719,834

Fund Basis Financial Statements:

	Nonmajor Governmental Funds
Fund equity, as previously reported	$ 1,918,740
Reclassify deposits to agency funds	(32,556)
Fund equity, as restated	$ 1,886,184

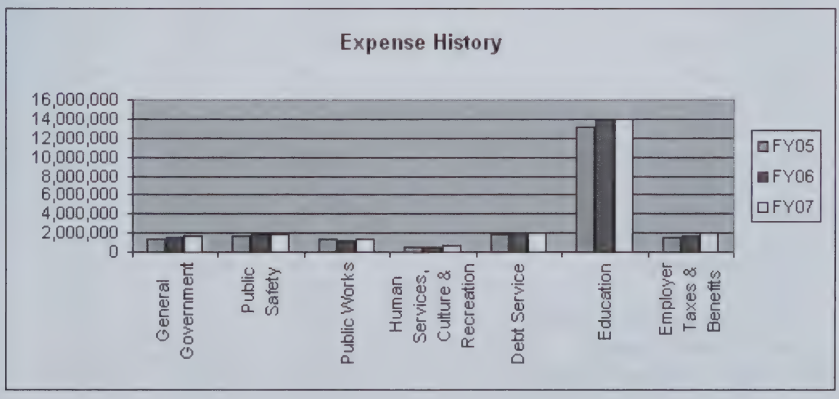
DIRECTOR OF MUNICIPAL FINANCE

	FY05	FY06	FY07
Property Taxes	17,617,921	18,870,815	19,476,935
Excise Taxes	1,473,343	1,526,172	1,399,843
State Receipts	2,023,069	2,113,510	2,412,383
Other Local Receipts	830,633	958,464	1,016,158



Expense Report

	FY05	FY06	FY07
General Government	1,289,556	1,436,780	1,756,870
Public Safety	1,729,042	1,832,870	1,863,905
Public Works	1,424,089	1,243,060	1,345,895
Human Services, Culture & Recreation	532,376	569,869	595,250
Debt Service	1,887,156	2,004,345	1,938,658
Education	13,079,596	13,911,376	14,045,120
Employer Taxes & Benefits	1,536,601	1,715,706	1,936,864



Revenue Summary FY07

	FY05 Actual	FY06 Actual	FY07 Actual
State Revenue			
Abatement Vet, Blind Spouse	11,180	11,003	28,346
Abatement Elderly	5,036	5,040	5,038
State Owned Land	77,276	101,147	109,452
School Aid - Chapter 70	1,446,557	1,491,957	1,536,107
Additional Assistance	36,411	36,411	36,411
Lottery Distribution	400,102	461,291	558,969
Medicare Reimbursement	2,341	1,061	13,143
Muncipal Relief FY05 only	40,742	0	-
FEMA Reimbursement	-	-	119,089
Veteran Benefit Reimbursement	3,424	5,600	5,828
Total State Revenue	2,023,069	2,113,510	2,412,383
School Construction Reimbursement	381,503	381,503	381,503
Local Receipts:			
Motor Vehicle Excise Taxes	1,473,343	1,526,172	1,399,843
Trash Sticker Fees	230,950	227,617	275,983
Other Local Receipts			
Penalties and Interest			
Tax Liens	2,378	7,935	2,671
Real Estate and Personal Property Tax	29,206	34,051	34,089
Motor Vehicle Excise	17,035	19,003	20,983
Total Penalties and Interest	48,619	60,989	57,743
Licenses, Fees and Permits			
Dog Licenses	31,222	32,550	32,925
Passports	6,270	4,380	3,060
Planning Board	1,308	140	1,300
Appeal Board	7,943	4,355	4,634
Licensing Board	1,280	755	730
Pistol Permits	2,119	2,513	4,312
Fire Inspection Permit	13,932	10,775	12,055
Burning Permits	7,190	9,225	7,280
Building Permits	127,836	129,480	110,127
Plumbing & Gas Permits	21,007	22,610	20,810
Electrical Permits	30,194	30,367	26,416
Other Permits	525	25	5,025
Franchise Fees Cable System	1,242	4,717	1,765
Board of Health Permits	22,782	32,738	36,257
Total Licenses, Fees and Permits	274,850	284,630	266,696

Revenue Summary FY07

	FY05 Actual	FY06 Actual	FY07 Actual
Departmental Revenue			
Municipal Lien Certificates	8,800	6,550	6,975
Police and Fire Detail Admin Fees	17,983	16,960	20,776
Insurance Reimbursements	52,000	30,137	0
Miscellaneous Receipts Depts	12,887	11,645	26,638
Total Other Departmental Revenue	91,670	65,292	54,389
Fines			
By-Law Violations	3,100	950	475
Parking Tickets	3,265	1,520	1,245
District Court Fines	56,474	91,463	64,663
Total Fines	62,839	93,933	66,383
Interest and Investment Income	116,789	226,028	294,971
Total Other Local Receipts	594,767	730,872	740,182

Expense Summary FY07

	Budget	Reserve Fund Transfer	Total Adj Budget	Expended/ Encumbered FY07	Unspent FY07
Selectmen's Office:					
Salaries	148,229			145,826	2,403
Other Expenses	19,923			18,943	980
Computer Management (Non Salary)	55,190			51,982	3,208
Land Committee	500				500
Finance Committee (Salary)	1,213			524	689
Accounting/Finance:					
Salaries	175,821			149,049	26,772
Other Expenses	25,496			25,012	484
Assessors:					
Salaries	112,446			112,146	300
Other Expenses	13,981			12,638	1,343
Treasurer/Tax Collector:					
Salaries	116,457			115,273	1,184
Other Expenses	43,397			43,381	16
Town Counsel (Non Salary)	120,000	47,500	167,500	166,924	576
Personnel Board (Non Salary)	2,000			1,100	900
Town Clerk:	53,824				
Salaries	69,291			69,291	0
Other Expenses	10,321			10,321	0
Conservation Commission:					
Salaries	48,292			34,335	13,957
Other Expenses	3,941			3,867	74
Planning Board:					
Salaries	27,821			27,143	678
Other Expenses	3,538			3,514	24
Zoning Board of Appeals:	10,365				
Salaries	9,865			9,865	0
Other Expenses	653			526	127
Building Maintenance (Non Salary)	123,080	50,500	173,580	120,116	2,966
Utilities (Non Salary)	169,390			169,388	2
Police:					
Salaries	1,022,626			992,795	29,831
Other Expenses	40,784			40,623	161
Fire:					
Salaries	314,741	27,900	342,641	339,735	2,906
Other Expenses	46,103	11,500	57,603	56,239	1,364
Ambulance Service (Non Salary)	84,700			84,700	0
Building Inspections:					
Salaries	99,681			97,445	2,236
Other Expenses	5,145			4,363	782

Expense Summary FY07

	Budget	Reserve Fund Transfer	Total Adj Budget	Expended/ Encumbered FY07	Unspent FY07
Animal Inspector (Salary)	5,125			5,125	0
Dog Officer:					
Salaries	34,474			34,474	0
Other Expenses	2,139			1,788	351
Communications:					
Salaries	230,697			224,360	6,337
Other Expenses	61,236			60,902	334
Waste Collection:					
Salaries	3,300			3,300	0
Other Expenses	482,400			477,850	4,550
Soldiers' Graves (Non Salary)	500			500	0
Snow & Ice Removal:					
Salaries	5,000			42,077	-37,077
Other Expenses	78,000	6,363	84,363	166,684	-82,321
Gas & Oil Depot (Non Salary)	70,000	3,676	73,676	73,676	0
Public Works:	525,485		532,472	532,472	0
Salaries	379,222			379,222	0
Other Expenses	146,295	6,987	153,282	153,282	0
Board of Health:					
Salaries	79,016			78,903	113
Other Expenses	43,423	12,000	55,423	55,263	160
Council on Aging:					
Salaries	68,241			64,820	3,421
Other Expenses	11,502			11,491	11
Library:					
Salaries	270,894			263,427	7,467
Other Expenses	113,109			113,105	4
Recreation (Non Salary)	2,925			0	2,925
Historical Commission (Non Salary)	375			293	82
Town Health Insurance (Non Salary)	479,462	19,625	499,087	499,087	0
School Health Insurance (Non Salary)	824,937			744,893	80,044
Life Insurance (Non Salary)	4,000			908	3,092
Medicare (Non Salary)	127,662			125,024	2,638
Essex Region. Retirement Bd. Assess.	566,833			566,833	0
Long Term Disability-School (Non Salary)	7,500			6,440	1,060
Veterans Benefits (Non Salary)	21,100			19,140	1,960
General Liability Insurance (Non Salary)	225,000	6,536	231,536	228,579	2,957
Debt Service (Principal & Interest)	2,320,183			2,320,162	21
Elementary School:					
Salaries	5,781,463			5,781,463	0
Other Expenses	1,676,358			1,523,947	152,411
North Shore Vocational Tech. School Assessment	66,480			66,480	0
Masconomet Regional School Assessment	6,869,574			6,869,574	0
FY07 Totals	24,562,724	192,587	2,371,163	24,402,608	245,003

Grants, Trusts and Revolving Funds - Balance June 30, 2007

School Funds:	
Pre-School Revolving	56,988.13
School Lunch Revolving	115,391.74
Music Revolving	18,419.30
Tuition Revolving	130,556.27
Rental Revolving	31,683.53
Kindergarten Revolving	33,006.45
Book Revolving Cole	569.54
Student Activitiy-Cole	15,726.54
Student Activity-Spofford	13,622.93
Book Revolving Spofford	487.13
Enrolllment Growth Aid	17,704.37
Title I Grant	5,101.10
Sped Program Improvement Grant	6,436.04
Sped 94-142 Allocation	19,511.64
Title V - FY07	63.00
Drug Free School District-FY07	2,514.00
Teacher Quality	10,228.05
Enhanced Ed - Tech FY07	1.00
Circuit Breaker	8,944.10
SPED Early Education FY07	138.00
School Gift Fund	655.29
Trust - Barker Fund	20,795.07
Trust Funds:	
Insurance	34,614.20
Trust - Visiting Nurse	13,859.47
Trust - Perley Parkhurst Cole	6,399.56
Trust - Sarah Perley Fund	4,099.86
Trust - Curtis Killam Burial	4,077.98
Trust Post War Rehab	135.57
Trust - Town School	6,870.43
Trust - Centennial Memorial	13,123.57
Trust - Wilson	10,557.53
Council on Aging Van Fund	17,256.00
Playgound Maintenance	22,510.58
Griffin Fund Non Expend Trust	7,500.00
Sarah Perley Fund Non Expend	5,000.00
Emma Cote Fund Non Expend	1,000.00
Town School Non Expend Trust	4,000.00
Conservation:	
Conservation Fund	3,886.83
Wetlands Protection	15,327.15
Soils Workshop Revolving	1,212.15
Gift Fund Witch Hollow Farm	1,260.31
Conservation By-Law Revolving	110,717.23

Library Funds:	
Library Grant	8,817.68
Library LIG-MEG-NRC Grant 05	1,723.29
Library LIG-MEG-NRC Grant 06	8,522.91
Gift Fund Library	23,135.38
Gift Fund Adele McConaghy	341.15
Sally Sprague Fund	5,639.81
Library Copier Revolving	468.08
Trust - East Parish Library	759.27
Trust - West Parish Library	302.12
Trust - Emma S. Cote Library	2,838.43
Stacy Holmes Library	1,009.28
Police Funds	
VAWA Grant	3,166.46
Bullet Proof Vest Grant	6,877.50
Community Policing Grant	9,640.15
Gift Fund Police Dept	2,736.85
Restitution Fund - Agency	181.66
Highway Safety Revolving	1,022.10
Fire Dept Funds	
Student Awareness Fire Ed Grant	1,767.51
Fire Equipment Grant	2,800.00
Gift Fund Fire Dept	3,260.48
SAFE Grant 07	3,456.20
VFA Grant 2007	594.25
Other Funds:	
Arts Lottery Council	3,397
Animal Control Gift	81.59
Craig Falk Gift	125.00
Communications Tower	20,750.00
Copier Revolving	10,343.08
Gift Fund Council on Aging	9,140.16
Unemployment	2,466.40
Stabilization	672,528.27

FINANCE COMMITTEE

For the first time in many years, the Finance Committee had the same seven members for a full budget cycle. Our collective experience was especially helpful as 2007 was yet another financially challenging year for the Town.

For the past several years we have pointed out the cost of maintaining the current level of town services and educational cost factors are growing faster than revenue. At the Special Town Meeting last fall, with the help of our Director of Finance, we provided our first 5 year forecast of revenue and expenses. While this model is by no means perfect, we presented two consecutive updates in 2007, continue to make adjustments and have been surprisingly accurate. The latest iteration suggests by 2010, expenses will for the first time exceed revenues, forcing cuts in education and or other critical town services unless over-rides are approved.

A shift in reserve policy that reduced our Unused Tax Levy policy from 3% to 2% and increased our required free cash reserve by the same dollar amount was supported by the Board of Selectmen, Finance Committee, Director of Finance and our Financial Advisor. As a result we were able to move nearly 178,000 of recurring expenses into the operating budget, increasing taxes slightly, but reducing this amount from what had previously been taken from free cash each year. We believe a strong defense of reserve policy is the reason taxes have increased by an average of only 3.92% from 2002- 2007 and will continue to support conservative policies.

FY 2009 will be another year of choices for Boxford. Delays in capital equipment purchases and facilities maintenance caused by a lack of funding can not continue. Several important building projects loom on the horizon. The Finance Committee will continue to work with the Board of Selectmen and all departments to present the town with a budget that is fiscally responsible, offering choices to the taxpayer and supported with the facts necessary to make the tough choices we face.

Respectfully Submitted,

Preston Galarneau, Chair

Committee Members
Peter Bernardin
Timothy M. Feeney
Peter J. Fortin
Michael E. White
John O'Connell
Geoffrey E. Buswick

BOARD OF ASSESSORS

The total property valuation of $1,890,188,928 includes $21,241,462 in new growth this past fiscal year, which is an increase of $3,454,764 from the prior year. This increase was due to new construction and large additions completed during 2007, in addition to growth from the utility companies. The tax rate was set at $10.95 per thousand of assessed value, an increase of five percent from last year. After the review of home sales that occurred during 2006, the board determined that property valuations would remain the same as Fiscal Year 2007, provided that no improvements have been made to properties. The average residential property assessment is $676,000.

New home construction is a major contributor to new growth. However, the number of new home permits has declined over the past few years: 2000 – 38 permits; 2001 – 19 permits; 2002 – 15 permits; 2003 – 12 permits and 2004 – 11 permits; 2005 – 12 permits; 2006 – 9 permits; 2007 – 4 permits. The low number of new home permits is reflective of the high price of a building lot in town, which is now in excess of $400,000.

Following previous years action, the selectmen voted a multiplier of 1 for all commercial and industrial properties, meaning their tax rate stays the same as residential. Reference to the page on tax rate recapitulation shows how heavily the town relies on residences for tax revenues.

The assessors recognize that following state revaluation regulations creates a hardship for many residents, particularly the senior population. The assessors are working with the Council on Aging to ensure that all seniors are familiar with the tax lowering programs that are available to them.

Of the 3,048 real and personal property tax bills that were issued, 38 resulted in abatement filings. The percentage of abatement filings was 1%. The board granted 80 personal exemptions totaling $105,223.84 to qualified homeowners based on age, financial condition, blindness or veteran's service connected disability. The board also granted 42 Community Preservation Surcharge abatements due to age and financial status, which totaled $5,441.09. An additional $3,392.32 was abated due to any other abatements or exemptions granted to real estate tax.

Auto excise taxes bring in about $1,400,000 in income to the town, from over 7,000 vehicles, but impose a considerable workload of corrections, transfers, vehicle sales, address changes and delinquencies. Vehicle owners should be aware that in order to receive an abatement, the vehicle must be disposed of (i.e. Sold, traded, junked, etc.) as well as the plates being cancelled or transferred to another vehicle.

The Board accepted the resignation of member, Kenneth Kaufman in June. We enjoyed working with Ken over the past four years. His participation and

contributions were much appreciated. The position has remained vacant since his resignation. The Board of Assessors would like to thank Lauren Woekel, Director of Assessment, Elaine Wier, Field Assessor, and Crystal Hall, Assessing Clerk, for their contributions to our ongoing efforts in establishing fair and equitable assessments throughout the town. The Board members and office staff also appreciate the help and support received from other town departments and all the townspeople.

Respectfully submitted,

David F. Benson, Chairman
Deborah Nippes-Mena

OFFICE OF THE TREASURER/COLLECTOR OF TAXES
REPORT OF CASH, EARNINGS AND DEBT
FISCAL YEAR 2007, ENDED JUNE 30, 2007

Cash balances in the custody of the Treasurer as of June 30, 2007 and investment income earned during the year ended June 30, 2007 are as follows:

Fund	Cash Balance June 30, 2007	Investment Income Earned through June 30, 2007
General Fund	$ 3,941,770.46	$ 285,873.00
Town Hall Construction Fund	121,707.91	$ 6,882.16
Police Station Construction Fund	47,337.95	$ 3,492.72
Trust, Gift & Restricted Funds	952,583.62	$ 25,111.09
Community Preservation Fund	2,892,855.76	$ 102,252.00
Developer Performance Bonds	78,153.55	$ 678.29
Total All Funds	**$ 8,034,409.25**	**$ 424,289.26**

Outstanding debts as of June 30, 2007 were as follows:

Purpose	Principal Balance June 30, 2007	Rate of interest payable through remaining term	Year of Issue	Year Callable	Year of Maturity
Short-term (Bond Anticipation Notes):					
Land Acquisition--Anvil Farm	$ 900,000	3.89%	2006	N/A	2008
Long-term (Bonds):					
School Construction	$ 2,860,000	5.25% - 5.80%	1996	2007	2016
Municipal Purpose Loan #1 (see below)	1,940,000	4.625% - 5.30%	1999	2010	2017
Police Station Construction	2,240,000	4.00% - 4.875%	2001	2011	2021
Municipal Purpose Loan #2 (see below)	6,515,000	2.00% - 4.45%	2003	2013	2023
Mass Water Pollution Abatement Loans	168,172	0%	2001	2021	2021
Total Outstanding Debt	**$ 14,623,172**				

Municipal Purpose Loan #1 :

Land Acquisition	$ 1,170,000
Landfill Closure	570,000
Spofford Pond School (Advance Refund)	200,000
Total Loan # 1	**$ 1,940,000**

Municipal Purpose Loan #2:

Town Hall Construction	$ 3,575,000
Land Acquisition	2,520,000
Spofford Road Drainage	225,000
Fire Truck	195,000
Total Loan # 2	**$ 6,515,000**

TOWN OF BOXFORD
TRUST, GIFT AND RESTRICTED FUNDS
Fiscal Year Ended 6/30/07

FUND #	FUND NAME	RESPONSIBLE BOARD	BALANCE 7/1/2006	FY 2007 RECEIPTS	FY 2007 PAYMENTS	FY 2007 INTEREST	BALANCE 6/30/2007
	RESTRICTED FUNDS:						
8078	Arts Lottery Fund	Arts Council	$ 326.17	$ 4,160.00	$ 4,556.40	$ 70.23	$ 0.00
8079	Unemployment Fund	Selectmen	$ 14,919.00	$ 10,000.00	$ 22,798.45	$ 345.85	$ 2,466.40
8083	Stabilization Fund	Town Meeting	$ 635,264.23	$ 20,000.00	$ -	$ 17,264.04	$ 672,528.27
8084	Conservation Fund	Conservation Comm	$ 3,786.36	$ -	$ -	$ 100.47	$ 3,886.83
8085	Insurance Fund	Commission	$ 23,780.78	$ 10,000.00	$ -	$ 833.42	$ 34,614.20
	ConsCom Development Deposits :						
8301	Cons Bond Walker DEP # 114-762	Conservation Comm	$ 1,771.11	$ -	$ -	$ 47.02	$ 1,818.13
8302	Cons Bond M. Hill DEP # 114-750	Conservation Comm	$ 842.80	$ -	$ -	$ 22.36	$ 865.16
8306	Cons Bond E&F DEP # 114-643	Conservation Comm	$ 13,143.87	$ -	$ -	$ 348.82	$ 13,492.69
8307	Cons Bond Jarosz DEP # 114-705	Conservation Comm	$ 1,537.16	$ -	$ 1,579.73	$ 42.57	$ 0.00
8309	Cons Bond Maritime DEP # 114-822	Conservation Comm	$ 11,157.94	$ -	$ -	$ 296.12	$ 11,454.06
	Consultants' Fees: Planning Board						
8101	Consultants: Village Estates	Planning Board	$ 216.16	$ -	$ -	$ 5.75	$ 221.91
8102	Boxford Meadows Develop. Deposit	Planning Board	$ 16,412.19	$ -	$ -	$ 435.56	$ 16,847.75
8103	Memorial Hill Developer Deposit	Planning Board	$ 19,631.46	$ -	$ -	$ 520.99	$ 20,152.45
8111	Consultants: Aldershot Estate	Planning Board	$ 2,179.93	$ -	$ -	$ 57.84	$ 2,237.77
8114	Consultants: Hidden Meadow	Planning Board	$ 4,662.56	$ -	$ -	$ 123.76	$ 4,786.32
8120	Consultants: Lauren Woods	Planning Board	$ 5,371.21	$ -	$ -	$ 142.56	$ 5,513.77
8125	Consultants: Dana Road Extension	Planning Board	$ 1,531.89	$ -	$ 1,540.86	$ 8.97	$ 0.00
8126	Consultants: Johnsons Pond	Planning Board	$ 80.80	$ -	$ -	$ 2.15	$ 82.95
8127	Consultants: Spofford Road	Planning Board	$ 278.00	$ -	$ -	$ 7.36	$ 285.36
8129	Consultants: Eagle's Nest Definitive Plan	Planning Board	$ 14,143.97	$ -	$ 2,681.60	$ 310.00	$ 11,772.37
8130	Consultants: Glendale Road	Planning Board	$ 3,364.35	$ -	$ -	$ 89.29	$ 3,453.64
	Consultants' Fees: Zoning Appeals Board						
8132	Consultants: Wood Lot LLC Case # 748	Zoning Board	$ 727.02	$ -	$ -	$ 19.30	$ 746.32
	Restricted Funds Sub-Total		**$ 775,128.96**	**$ 44,160.00**	**$ 33,157.04**	**$ 21,094.43**	**$ 807,226.35**

TOWN OF BOXFORD
TRUST, GIFT AND RESTRICTED FUNDS
Fiscal Year Ended 6/30/07

FUND #	FUND NAME	RESPONSIBLE BOARD	BALANCE 7/1/2006	FY 2007 RECEIPTS	FY 2007 PAYMENTS	FY 2007 INTEREST	BALANCE 6/30/2007
	RESTRICTED FUNDS:						
8078	Arts Lottery Fund	Arts Council	$ 326.17	$ 4,160.00	$ 4,556.40	$ 70.23	$ 0.00
8079	Unemployment Fund	Selectmen	$ 14,919.00	$ 10,000.00	$ 22,798.45	$ 345.85	$ 2,466.40
8083	Stabilization Fund	Town Meeting	$ 635,264.23	$ 20,000.00	$ -	$ 17,264.04	$ 672,528.27
8084	Conservation Fund	Conservation Comm	$ 3,786.36	$ -	$ -	$ 100.47	$ 3,886.83
8085	Insurance Fund	Commission	$ 23,780.78	$ 10,000.00	$ -	$ 833.42	$ 34,614.20
	ConsCom Development Deposits :						
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8306	Cons Bond E&F DEP # 114-643	Conservation Comm	$ 13,143.87	$ -	$ -	$ 348.82	$ 13,492.69
8307	Cons Bond Jarosz DEP # 114-705	Conservation Comm	$ 1,537.16	$ -	$ 1,579.73	$ 42.57	$ 0.00
8309	Cons Bond Maritime DEP # 114-822	Conservation Comm	$ 11,157.94	$ -	$ -	$ 296.12	$ 11,454.06
	Consultants' Fees: Planning Board						
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8127	Consultants: Spofford Road	Planning Board	$ 278.00	$ -	$ -	$ 7.36	$ 285.36
8129	Consultants: Eagle's Nest Definitive Plan	Planning Board	$ 14,143.97	$ -	$ 2,681.60	$ 310.00	$ 11,772.37
8130	Consultants: Glendale Road	Planning Board	$ 3,364.35	$ -	$ -	$ 89.29	$ 3,453.64
	Consultants' Fees: Zoning Appeals Board						
8132	Consultants: Wood Lot LLC Case # 748	Zoning Board	$ 727.02	$ -	$ -	$ 19.30	$ 746.32
	Restricted Funds Sub-Total		**$ 775,128.96**	**$ 44,160.00**	**$ 33,157.04**	**$ 21,094.43**	**$ 807,226.35**

BOARD OF COMMISSIONER OF TRUST FUNDS

The purpose of the Board of Commissioners of Trust Funds (BCTF) for the Town of Boxford is to oversee the trust funds given or bequested to the Town which are not specifically under the direction and control of other town officials or trustees. The Boxford BCTF is an elected body comprising three members each elected for a three year term.

As in past years, the BCTF's major activity in 2007 was the review and designation of funding awards and scholarship requests submitted to the Perley-Parkhurst-Cole Memorial Trust Fund (PPC). Disbursements for 2007 from the PPC follow.

Residents of Boxford who wish to make a request for consideration of use of funds controlled by this Board should contact one of the members. The Board would be pleased to answer any questions that a resident may have regarding our activities.

Judith Carr, Chair
Samuel N. Shields, Clerk
Anthony D. Dinnano, Commissioner

BOARD OF COMMISSIONERS OF TRUST FUNDS
AWARDS MADE FOR 2007 FROM THE
PERLEY-PARKHURST-COLE MEMORIAL TRUST FUND

Organizations:

Boy Scout Troop 57, Boxford	$500.00
Boy Scout Troop 51, Boxford	$500.00
Boy Scout Troop 35, Hamilton	$500.00
2007 Total Payments to Scout Troops	**$1,500.00**

Two (2) Scholarships for Masconomet

Deirdre Finnegan Melissa Jessel

$2,000.00

Ten (10) Boxford Scholarships awarded to the following from the Perley-Parkhurst-Cole Memorial Trust Fund in the amount of $1,000 each:

Jeremy Benson	Shannon Grove
Krista DeNofrio	Matthew Guerin
Kyle Elsabee	Whitney Hendrickson
Kevin Gleason	Kathryn Miller
Barry Grove	Benjamin Patterson

$10,000.00

One (1) Perley-Parkhurst-Cole Memorial Trust Fund Scholarships awarded to the following in the amount of $500.00:

Jan DeNofrio

$500.00

2007 Total Payments for Scholarships.....$12,500.00

Grand Total for 2007 Awards.....$14,000.00

GUIDELINES FOR PERLEY-PARKHURST-COLE TRUST FUND

GENERAL GUIDELINES:

This fund was established by the Will of Marguerite Bond to aid the children of Boxford and Hamilton for the following purposes:

- To provide loans and scholarships for the purpose of assisting worthy and needy young persons residing in the said Town of Boxford who have completed their high or secondary school education to attend the college, junior college, post graduate school, vocational training school or other school of advanced training of their choice.

- To encourage and assist any program undertaken by any organization, public or private, in the Town of Boxford, for the benefit or general welfare of all children and young persons residing in the Town of Boxford.

- To provide financial or other assistance to or for the benefit of individual needy and worthy children, and young adults residing in the Town of Boxford, for such special purposes as the Commissioners of Trust Funds may, from time to time deem necessary and proper to promote the health, education, or general welfare of such individual children or young adults.

- To assist and encourage private or public organizations in the Towns of Boxford and Hamilton, which sponsor, encourage, and assist in the formation, operation and maintenance of Boy Scout or Girl Scout Troops in these towns. Such awards for support may be made from time to time as the Commissioner of Trust Funds of the Town of Boxford deem necessary.

2. Any organizations requesting funds must specify that the funds will benefit ONLY children from Boxford, or Scout Troops from **BOXFORD OR HAMILTON**. Funds may not be spent on adults at any time.

3. Applications to the PPCMTF should be in the form of a letter to the Commissioner of Trust Funds. Requests for funds will be accepted through March 1 of the award year. The Commissioners of Trust Funds will conduct interviews as necessary through March 1, and will notify all applicants of their award status in late March and April.

Requests received after March 1 will not be accepted, but will be considered for the next award period, providing the request is not withdrawn before the following year, March 1.

Any request, which, in the opinion of the Trustees or the Board of Selectmen, does not fall within the scope or intent of the Will, will be rejected and returned.

5. All requests for funds, as well as any questions, should be directed to:

PERLEY-PARKHURST-COLE MEMORIAL TRUST FUND
Commissioner of Trust Funds
Boxford Town Hall
7A Spofford Road
Boxford, MA 01921
(978) 887-6000 ext. 202

GUIDELINES FOR INDIVIDUALS

1. The sum of $2,000 will be donated each year to the Masconomet Scholarship Fund to be distributed to Boxford Students according to the following formula:

$1,000.00 scholarships distributed to (2) students

Scholarships to be paid to the student's post-secondary school in one (1) installment - at the beginning of the first year.

Any student who does not continue in his/her post-secondary education shall retain rights to his/her scholarship one year. At the end of that year, the scholarship reverses back to the Boxford Trust Fund Commission - to the Perley Parkhurst Cole Memorial Trust Fund.

Masconomet scholarships are to be distributed based on need and academic performance.

All applicants <u>who are high school seniors at Masconomet, must apply directly to</u>:

MASCONOMET SCHOLARSHIP FUND
Masconomet Regional District High School
RFD
Topsfield, MA 01983

2. A small sum of money will be reserved by the Commissioners of Trust Funds each year to be distributed to Boxford students graduating from private schools, and Boxford High School graduates entering or currently enrolled in the college, junior college, post graduate school or other school of advanced training and learning of their choice. The grants will be in the form of scholarships.

All individual students applying to the Commissioner of Trust Funds for a scholarship, should submit the following information:

High School Transcript (if you are in your first or second year of college).
Current College Transcripts (all years)
Breakdown of your costs for the school year
Breakdown of your income toward college costs

List of activities, within the Town of Boxford or at your school, which you have been involved in.

The Perley Parkhurst Cole Memorial Trust Fund is to be distributed based on need, academic performance and community service to the Town of Boxford.

GUIDELINES OF ORGANIZATIONS AND SCOUT TROOPS

1. Scout Troops are requested to provide the following information:

 Leader's name, address and telephone number
 Number of Scouts in troop
 Number of non-Boxford resident scouts
 Specific request for funds: include amount requested, detail of equipment, activity, reason, etc. and date by which funds are needed.

2. Scout Troops are requested to apply individually.

3. All organizations and Scout Troops must, before December 1 of the award year, submit an accounting of how the funds were used. A report of all purchases made should be included at this time.

4. Although the Commissioner of Trust Funds would prefer awards for capital or lasting equipment, they also recognize the need for educational trips which are required for badges and advancement. The Commissioners will take these concerns into consideration in their review of pertinent applications.

Commissioner of Trust Funds
Town of Boxford

Judith F. Carr, Chair

CAPITAL BUDGET COMMITTEE

The Committee continued to work on the long term goal of developing a five year strategic capital proposal to bring before the Town. The current wish list approach is particularly unsatisfactory to the Committee as a long term planning and guidance tool for taxpayers. The taxpayers have invested many resources over the years in the Town's infrastructure of roads, municipal buildings, schools, and recreation facilities. The Town's financial resources are limited by the tax base and delaying repair and maintenance of these infrastructure items only results in more costly capital items later. The continued policy of delaying capital investments and repairs is a long-term recipe for continued requests for more expensive replacements. The Town needs to implement longer term capital policy and inform the taxpayers of the costs of such a program. Larger capital projects such as the D.P.W. facility and library repairs still concern the Committee as these projects continue to age in the Capital life cycle. Further attempts will be made this year in order to encourage the Town to think of longer term issues and concerns.

Our annual five year projection of Capital Needs was included in the Annual Town warrant. It makes for interesting reading, and should concern citizens who value the assets previously purchased. We urge you to think about the cost/benefit analysis of delayed repairs and improvements, as well as new projects long-term maintenance commitments.

Joyce Ricklefs, Chairman
Enid Thuermer, Vice Chair
Pradeep Bhide
Robert Conroy
Michael White

PUBLIC SAFETY

Communications

Police

Fire

Animal Control Officer

COMMUNICATIONS DEPARTMENT

The Communications Department serves the residents of Boxford as the 911 and Public Safety Communications Center handling emergency and non-emergency phone calls and radio communications for the Town of Boxford Public Safety Departments. The Department is staffed 24 hours a day, 365 days a year by professional Fire and Police Signal Operators (PFSO's). The Department answers all calls for the Police Department and Animal Control Officer as well as most calls for the Fire Department and Highway Department (unless the call is made directly to those department offices).

Equipment:
Most of the Police and Fire radio equipment was purchased new in 2000, however most of that equipment is now well over halfway into its useful life. There is currently a replacement program for the pagers that the on-call firefighters use as well as for the cellular phones used by various town departments that replaces a regular portion of the existing units based on expected unit life. I am proposing a similar replacement program for the Portable Radio's for the next fiscal year.

Completed Projects:
In July Verizon, under contract with the Statewide Emergency Telecommunications Board (SETB), started the installation of new state of the art 911 equipment. This upgrade was at no cost to the town and replaced equipment that was 10 years old or older. Installation was without any problems and was completed on August 9th. All PFSO's received training on the new equipment during the month of July. This upgrade allows for computer mapping and computer based recording of calls as well as upgrading the wireless and VOIP (Voice Over Internet Protocol) capabilities of the system. For more information on the 911 system in Massachusetts please visit the SETB website at www.mass.gov/e911 .

We continued to fine tune the radio equipment inside of the Masconomet School building after some significant repairs in 2006. After optimization some area's were found to have inadequate Public Safety radio coverage which we hope to have a solution in place during 2008.

Future Projects:
In addition to proposed equipment replacement programs and upgrades to the Masconomet Radio system we also hope to add additional radio receiver sites in the West Boxford and Rt.97/Rt.95 areas during 2008 to improve portable radio communications for the Police and Fire Departments in those areas.

We are also exploring the new possibilities in computer technology within the Public Safety Departments and State Agencies in order to streamline record keeping and information technology.

We continue to look for ways to improve our radio and telecommunications systems and appreciate the input from all Departments who rely on these systems.

Telephone Notification System:
At the fall 2006 Special Town Meeting voters approved funds to purchase a Telephone Notification System to be used by the Emergency Services Agencies within the town. This system went live in January 2007 and has been used several times during 2007 for urgent or time sensitive relaying of messages to the Citizens of Boxford, the most significant being a search for a missing person. During the missing person search it should be noted that many residents in the search area offered their services in many ways which was greatly appreciated and showed a true community spirit. The system includes all published residential and business phone numbers in the Town of Boxford. If a resident has a non published phone number or wishes to add additional phone numbers they should contact the Communications Department at 978-887-8136. The system will allow for 1 primary number (usually a home land line telephone) and 2 additional phone numbers (usually cellular phone numbers) as well as 2 email addresses. Additionally if you have call blocking services on your phone line it should be set to allow calls from 978-887-8136 so that you can receive the notifications. Residents can contact the Communications Center by phone or pick up contact update forms at the Center located in the Police Station at 285 Ipswich Rd.

Staffing:
Generally the Communications Center is staffed by a single PFSO 24 hours a day, every day of the year, however there are times of peak activity where we schedule 2 PFSO's to be on duty. We continually review statistics from phone, radio and incident reports to determine regular patterns of peak activity. Lately there has been an increase in call volume between the hours of 3pm to 7pm. In the past peak call time has been between 9am and 5pm. If this pattern continues we may need to add additional help during this time.

In April we had the Patriot's Day storm and then during July and August we had 2 more very significant high wind days where there were numerous power outages, blocked roads due to downed trees and trees falling on power lines and onto several houses. Additional staffing was on duty to assist with the high volume of calls generated during these incidents to assist residents and Public Safety Departments. I am very proud of the work that was done during this very stressful time for all. It should be noted that any increase in activity levels for any of the agencies we serve proportionately increases the workload for us.

Training:
During 2007 several PFSO's attended training courses on Domestic Violence Intervention, Suicide Intervention, Advanced Fire Services Dispatch and Advanced Law Enforcement Dispatch. There were also training opportunities with the Fire Department on Hazardous Materials and the Fire District Field

Communications Unit. 3 of us attended the annual Dispatch Workshop held in Milford and several have been able to attend recent monthly meetings of the Massachusetts Communications Supervisors Association for presentations by the Urban Search and Rescue Team based in Beverly and MedFlight based in Bedford.

In April we applied for and received a five thousand dollar grant for training through the Statewide Emergency Telecommunications Board. Through this grant we were able to fund training for all PFSO's on the new 911 equipment as well as many of the training opportunities listed above. In December we applied for another five thousand dollar grant being made available and should be receiving that grant money soon which can be used up to June 30th. We are grateful to the SETB for providing the funding for these training opportunities.

Posting House Numbers:
The Communications Department would like to remind ALL RESIDENTS to **please POST YOUR HOUSE NUMBER** in a manner that is visible day or night to any responding emergency units regardless of what direction they may be coming from. This is vitally important to your safety and the safety of everyone in your house. Please choose LARGE, reflective numbers.

Alarm Systems:
I encourage every resident who has an alarm system to provide a list of contact #'s to the Communications Department in the event that we need to reach you regarding any emergency situation that may arise at your home. Alarm update forms can be picked up at the Communications Center on any day of the week at any time. Information provided is used solely by the Communications Department in assisting the Police, Fire and other Public Safety agencies in town during emergencies. L.W. Bills Co. of Georgetown provides the equipment at the Communications Center for alarm monitoring of residences and town buildings. Residents interested in connecting directly to the Communications Center can contact me or L.W. Bills Co. directly and there is a yearly maintenance fee for this connection.

False Alarm Fines:
Please be aware that there is a fine of $50 for each false alarm other than those caused by faulty telephone service, electrical storms or the town's main monitoring console. New alarm systems will be allowed a two month grace period during which a penalty fine will not be assessed. This fine applies to all alarms regardless of how they come into the Communications Center.

911:
Residents are also encouraged to verify with the Communications Department that the information contained in the state 911 database is correct. To do this, call the Communications Department any time, day or night, at 978-887-8136, and ask to conduct a 911 test to verify the correct information for your residence. This should be done for every phone # on your property (not including cell. phones),

especially if you have a home office or in-law apartment. If you have any questions, please do not hesitate to call.

Remember, 911 should only be used for an emergency situation. An emergency is any situation where your call would "SAVE A LIFE, STOP A CRIME, REPORT A FIRE" or for testing purposes as defined above.

I would like to thank all the Town departments and their employees for their assistance and cooperation throughout the year, especially the Police, Fire, Highway and Animal Control Departments with whom we work together on a daily basis in serving the residents of Boxford.

I am indebted to the work performed on a daily basis by the dedicated Police and Fire Signal Operators who serve the residents of Boxford. The following PFSO's were employed during the year 2006: Richard Corsetti, Tyler Dechene, Peg Decoteau, Ron Dole, Jim Fernandes, Kara Fitzpatrick, Barbara French, Michael Powers, Ted Riter, Andrew Ulman and Kathleen Zolla.

Statistics for the year are shown on the chart on the next page.

Respectfully submitted by

Warren Gould
Director of Communications

2007 Communications Department Statistics

Telephone Calls (Incoming/Outgoing)

Type of Call		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Animal Control	IN	122	80	114	135	200	138	166	169	186	127	113	77	1627
	OUT	45	27	42	58	84	49	63	85	77	50	41	32	653
Ambulance	IN	8	2	4	1	0	5	7	3	5	0	0	2	37
	OUT	34	18	29	33	19	23	32	29	27	19	23	27	313
Communications	IN	215	344	283	313	245	331	215	253	229	216	235	207	3086
	OUT	100	70	53	72	90	83	113	76	70	108	79	69	983
DPW	IN	3	16	14	10	11	10	21	10	13	6	6	34	154
	OUT	9	4	7	6	7	4	6	9	2	4	7	13	78
Burning Permits	IN	Incl. in Fire in	130	250	1683	34	0	0	0	0	0	0	0	2097
Fire	IN	458	180	273	389	238	186	226	209	194	198	196	189	2936
	OUT	27	19	28	49	31	31	20	23	20	26	18	25	317
Alarm Panel	KEL	15	22	76	68	16	43	29	11	31	20	12	16	359
Police	IN	1218	1116	1299	1067	1468	1301	1411	1494	1235	1413	1362	1137	15521
	OUT	137	106	129	116	161	154	127	164	100	130	139	130	1593
Wrecker	IN	4	0	2	1	3	1	1	4	0	0	2	8	26
	OUT	20	12	18	15	12	19	17	18	13	9	24	34	211
Walk-in	IN	370	276	354	298	366	379	358	377	306	331	310	292	4017
TOTAL		2785	2422	2975	4314	2985	2757	2812	2934	2508	2657	2567	2292	34008

Radio Transmissions by month (all Departments)

		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Radio	ALL	3197	3066	3665	3974	3872	4274	4023	4370	4146	3767	4117	3702	46173

POLICE DEPARTMENT

The Police Department's activity continued to increase as our community commitment continues to increase. As growth occurs, the quality of services provided by the Boxford Police Department cannot diminish. Our mission is to enhance the police department's ability to provide needed services and to maintain the quality of life that the community enjoys.

The Executive Office of Public Safety (EOPS) awarded $11,299 to the Town in 2007. These EOPS grants help the Police Department provide additional services to the Town outside of the scope of the annual budget. We will apply for additional Policing Grants that will be available for 2008, for smaller communities as Boxford.

The Governor's Alliance against Drugs is unable to fund the Drug Abuse Resistance Education Program (DARE) due to revenue shortfalls at the state level. The DARE program continued in 2007 with residual monies received in a prior year and monies received from The James L. Melvin Post #379 of the American Legion, in Boxford. There is no further funding available. Our DARE program ended at the close of the school year in June 2007 when our funds became exhausted. DARE Officer, Susan Longo retired from the Boxford Police Department in September. I commend her for her tireless commitment to the DARE Program since its start in 1991 and best wishes in her future endeavors. Officer Michele Nowak is now a trained DARE Officer and The Boxford Parent Teachers Organization may partially fund the DARE Program so DARE can continue.

The Boxford Police Domestic Violence Unit continues necessary intervention services in domestic abuse situations. Lieutenant Hazelwood leads this unit comprised of officers Lieutenant James Riter, John Iannazzo, and Louann Bonny. These officers receive extensive specialized training. A member of this unit is always available should intervention be necessary.

The Truck Team performs specialized enforcement directed at citing unsafe and overweight commercial vehicles operating on our Town roadways. This program is funded solely by Community Policing Grants the Department is awarded. Officer Thomas Nentwig, Officer Brian Williams, and Officer Robert Corliss are the team members who participate in this important highway safety program. The Truck Team performs specialized enforcement directed at citing unsafe and overweight commercial vehicles operating on our Town roadways. The team weighed nearly three hundred commercial vehicles and issued thousands of dollars in overweight fines. The revenue from collected fines goes into a Town revolving fund account for the purchase of highway safety equipment for the Department.

Lieutenant James Riter continues in the role of Juvenile Officer and School Resource Officer working closely with the Essex County District Attorneys office

in administrating the Juvenile and Youthful Offender Diversion Programs. Officer David Barker is assisting Lieutenant Riter in this role.

James Riter was promoted in January to the rank of Lieutenant in command of the Patrol Division of the Department. Officer Brian Neeley was appointed to the Department, replacing the vacancy created by Susan Longo's retirement.

As Chief of Police, I extend my appreciation to the residents of Boxford, the Board of Selectmen and all other boards, committees and departments for their continuing support and cooperation.

Gordon A. Russell
Chief of Police

BOXFORD FIRE DEPARTMENT

The Boxford Fire Department is pleased to make the following report to the citizens of Boxford.

The Fire Department responded to a total of 810 incidents in the year 2007 of which 290 were emergency medical related. The Department responded to 50 motor vehicle accidents this year. The Department is please to announce that this is down from last year's 147 accidents. In addition to the 50 calls, we had 31 medical aid calls for persons inside their vehicles.

The Fire Department was awarded 4 grants in 2007. A $900 00 matching grant from the Department of Conservation & Recreation, with which we purchased two new chain saws, a $2,976.00 matching grant also from the Department of Conservation for Forestry Equipment and 6" hard suction lines for the pumps, as well as a $3,456.20 from The Commonwealth of Massachusetts Executive Office of Public Safety. This grant money was used to teach elementary school-aged children about fire safety/prevention. The final grant was in the amount of $9,640.00. We received this grant from HUB International New England, LLC and Fireman's Fund Insurance Company. With this grant we purchased a "Rescue Alive" sled for the East Station. This "sled" provides safety for the rescuer and accident victim during frigid water conditions by allowing them to stay on top of the surface. Also, instead of the rescuer having to swim out to the victim, he/she can use the sled to paddle out to the victim, helping to speed up the rescue operation. We are happy to say that we now have a sled at each of our stations.

NEW MEMBERS

The Boxford Fire Department was fortunate to acquire 4 new members this year. The recruits went through eleven weeks of training and are active members of our department. With pride we welcome firefighters: Daniel Canonica, Michael Devlin, Julie Kelly & Sean Merrigan.

PROMOTIONS

Tamara Aghoian has been promoted as Lieutenant for the West Station, and is now our new EMS Director as well.

EXPLORING: THE YOUNG ADULT DIVISION OF THE BOY SCOUTS

Explorer Post 911

The Boxford Fire Department continues to support and sponsor Post 911, Fire/Rescue Explorers, under the direction of firefighter John Rowen and his assistant adviser Kathy Zolla. Mr. Rowen is also assisted by, Firefighter Michael Geiger and, Firefighter Kevin Foster. The objective is to provide teenagers between the ages of 15 and 18 with an opportunity to learn and work as a team to develop leadership skills. The goal is to prepare participants to become members of the Boxford Fire Department and in turn become more involved with their community. If you would like more information on this valuable program, please

call (978) 887-5725. **Many thanks to our previous Director Michael Powers for your excellent job maintaining the Explorers Post over the years. **

Boxford Fire/Rescue Explorers Post 911 2006 roster

Nick Beardsley
Sarah Allyn
Logan Prinz
Brian Allyn
Andrew Allyn
Meg Brown
Robert Smith
Sydney Goddett
Chris Mscicz
Matt Dyer
Tom Droste
Max Hamburger
Greg Rowen
Ryan Aghoian
Brian Merrigan
Mike Anastasio
Garrett Garston

FIRE PREVENTION

CARBON MONOXIDE AND SMOKE DETECTORS SAVE LIVES

Proper placement of smoke & carbon monoxide detectors is proving its value for quick notification and response in fire and life safety in the community. If your home does not have carbon monoxide or smoke detectors, or should you have any questions regarding their proper placement or operation, you may contact our Fire Prevention unit at 978-887-5725. We would be pleased to answer any questions you might have. We will also install battery operated detectors for senior citizens here in Boxford.

BOXFORD FIREFIGHTERS GIFT FUND

The Boxford Fire Department, through the Boxford Firefighters Gift Fund, was the recipient of many memorial gifts in 2007. We continued to receive gifts donated in the memory of family members and friends. These funds, along with other generous gifts donated throughout the year, allow us to purchase life saving medical and fire fighting equipment not usually covered in our annual budget. Donations to the Boxford Fire fighters Gift Fund are always welcome and appreciated, as the ultimate beneficiaries are the residents of Boxford.

PREVENTION STATICSTICS:

1. Number and Type of Inspections Performed:

Oil Burner/Oil Tanks	35
Propane Tanks	43
Smoke/Heat Detectors	119
Underground Storage Tank Removal	2
Above Ground Tank Removal	12
Other	17

2. Number of Smoke/Heat Detector Permits Issued for New Construction and/or Renovation 21

3. Number and Type of Field Inspections of Public and Commercial Buildings:

Summer Camps	5
Kennels	2
Commercial	12
Churches	4
Municipal	11
Schools	30
Miscellaneous	13

4. Fire Reports Issued:

Burned Car/Truck Reports	1
Insurance Company Requests	8

5. Fees Collected:

Burning Permits (736 permits)	$ 7,360.00
Blasting Permits (0 permits)	$ 0.00
Smoke Detector (119permits)	$ 5,950.00
New Homes/Additions and	
Fire Prevention Inspection Fees	$1,050.00
Total Fees Collected:	$14,360.00

2007 ALARMS

Type of Alarm	Count
Still	23
Structural	10
Electrical – Inside	13
Electrical – Outside	26
Heating	7
Appliance	9
Cooking	14
Vehicle Fire	6
Vehicle Accident	50
Vehicle Medical	31
Chimney	2
CO Detector Alarm	28
Brush, Grass, Woods	35
Investigation – Smoke in House	2
Investigation – Smoke in Area	30
Investigation – Other	24
False Alarm – Home	130
False Alarm – School	29
False Alarm – Other	3
Mutual Aid	12
Medical Aid	290
Cellar Pumping	14
Miscellaneous	22
Total Incident Count	**810**

BOXFORD FIRE DEPARTMENT PERSONNEL

Chief Kerry C. Stickney

Captain Stickney, Shawn G.
B.Lieutenant Hertel, Richard J.
Lieutenant John Philbin
Captain Beardsley, Albert
Lieutenant Aghoian, Tamara
Lieutenant Corthell, Robert E.

Lt. Beardsley, Gregory C. - Career Firefighter

Firefighters

East	West
Ash, Thomas J – Career Firefighter	Balding, Mark
Carnevale, David J.	Benas, Jill
Cheverie, Peter J.	Bissell, Alfred E.
Dechene, Tyler	Holland, Peter
Ferraro, Michael F.	Madden, Michael P
Foster, Kevin C.	Madden, Wendy C.
Geiger, Brian	Powers, Michael J. (Resigned 10/2007)
West, Robert G.	Prescott-Hopping, Lynne
Nee, Thomas F. Jr.	Yako, Michael A
Newman, Matthew C.	Sawyer, Kevin
Geiger, Michael	Canonica, Daniel
Rowen, John A.	Alan Gould
Kelly, Julie	
Stickney, Stephen A.	
Greelish, Daron	
Hertel, Brian	
Thorpe, James	
Gould, Warren E.	
Devlin, Michael	
Merrigan, Sean	

Account Clerk
Janine Fatyol

BOXFORD RESIDENTS - CALL FIREFIGHTERS NEEDED

The Boxford Fire Department is seeking interested individuals over the age of 18, and in good health, to become active members on the Boxford Fire Department. Surprisingly enough our department is comprised of mostly residents of the town, your neighbors, who give unselfishly of their time to come to the aid of their fellow neighbors. Our members are professionals at their regular jobs in such fields as advertising, banking, construction, consulting and nursing, but all are aware of a common goal in life. That goal is to help others. If you are interested in becoming a member of the Boxford Fire Department or just want more information call Chief Stickney at 978-887-5725 or stop in at the East Fire Station, # 6 Middleton Road.

The Fire Department appreciates the support of all Town Boards, Communications, Inspectional, Police and Department of Public Works. I especially want to thank the Firefighters, and the Officers of our department, for their endless dedication. These are the people who make our department the best in the area.

Finally, I'd like to give a big thank you to the wives, husbands and families for their selfless acts, support and understanding throughout the year. You are a big part of what makes this the best Fire Department in the area. Many thanks!

I would also like to thank Lieutenant Edwin J. Laverty for his 20 years of dedicated service to the Town of Boxford, within the Fire Department. Lieutenant, without you the EMS services would not be what they are today. Great job Lieutenant! You will certainly be missed here.

Respectfully submitted,

Kerry C. Stickney, Chief

ANIMAL CONTROL OFFICER

The most significant occurrences in Animal Control in Boxford this past year were not animal issues but instead were operational happenings. A long standing mutual services agreement of 15 years with the Town of Georgetown whereby we shared Animal Control personnel, a vehicle and expenses was terminated by Georgetown. A second change to the operational aspects of Animal Control business was triggered by a change in the company policies of Best Friends/Weloset, our kennel provider for town strays. Due to building reconfigurations and space utilization, some of which were triggered by maintenance/repair and power/utility difficulties, we are no longer able to have full usage of these facilities, particularly the familiar old "pound" kenneling portion of the building during winter months and other specified holiday/vacation periods when there is allegedly "no space at the inn." To patch in the missing dates and allow us to safely house picked up strays awaiting claiming by their owners, we have engaged the services of the Town of Middleton kennel facility under the direct supervision of their longstanding highly experienced Animal Control Officer, Betty Heckman. Persons who have their animals "picked up" will be advised by the Boxford Police Communications Department or Animal Control personnel as to where their animals are being detained dependent on which month or week of the year in which we are operating.

Other concerns for the year include too many dogs (at least 5) dead by vehicular accidents, almost all at dusk or dark from wandering off property onto Boxford roads. The two "hot spots" for these tragedies appear to be Rte. 97 and Topsfield Road. Just because there is no leash law on the books, it is just plain unwise to let dogs off your property for no reason, particularly at peak commuter traffic hours and especially when darkness or visibility is a factor. Most of these dogs were black or dark in color, adding to the increased probability of their not being readily seen and upping their odds of becoming victims. The profound grief I have witnessed in families and youngsters who have to face these tragedies never gets any easier to deal with and expending just a little more attention to animals' whereabouts (or utilizing fencing), most of these could have been avoided.

It needs to be mentioned that too many dogs are still running around without their Town of Boxford License Tags on their collars! That cute little engraved anodized doggie bone shaped tag with the owner name and address/telephone number is fine, but it won't save you from a $25.00 fine under Mass. General Laws which states that your proper Town License Tag must be affixed to a collar as worn by your pet. Dogs with electronic units for barking or fencing can be tagged by creating a hole at the top/back of the collar for tag attachment on the dogs' necks behind the ears. The weight and contact prongs of the electronic unit will keep the unit below the dogs' chins and the slight weight of the aluminum tag on the top/back will not interfere with the operating function of the electronic equipment while fulfilling the legal requirement of wearing tags.

Our final caveat to owners is to always keep Rabies vaccinations up to date because although wildlife numbers have not escalated to previous levels of past decades, there is still Rabies out there and it only takes one bite or scratch to infect your dogs, cats or other livestock. Another recurring problem is that of undereducated pet-sitters or "friends" who are looking after pets. Make sure that your caretakers know enough to call the Police Department and report pets that escape their care immediately! It may be embarrassing, but the sooner we learn your pet is missing, hopefully wearing its tags, the more quickly it may be returned to you without harm. Always leave a residence sitter your pet's licensing information, medical history, name of vet, alternate person to call, Police Department/Animal Control number and any other pertinent information when you leave for any period of time.

Thanks to the Boxford Police Communications Department for their excellent working partnership and their excellent maintenance of the "Lost Animal List." Thanks to Dr. Callahan/Ipswich Animal Hospital and his staff for handling our veterinary concerns. Our appreciation to Assistant ACO Reed Wilson for his continued contribution.

Respectfully submitted,

Helen L. Phillips
Animal Control Officer

EDUCATION REPORTS

Trustees of the Boxford Town Libraries

Elementary School Report

Masconomet Regional District High School

North Shore Regional Vocational School Committee

BOXFORD TOWN LIBRARY SYSTEM

The primary function of the Trustees of the Boxford Town Libraries is to ensure provision of the highest quality library service in order to meet community needs. The Board of Trustees was established as a town agency by vote of a special town meeting on December 7, 1965. It governs under Massachusetts General Law Chapter 78 and other pertinent statutes.

Operations

The year began with our annual budget submission. We were pleased to be able to advocate for a salary correction for our director D. Giarrusso, and to be able to place computer hardware and software in our operating budget. Previously, computers were considered a capital budget item, but because of the speed of change in the industry, they are replaced more frequently than normal capital items.

We were sorry to lose Trustee Jeanette Glesmann, who resigned mid-term. Fortunately, we were able to fill her shoes with the interim appointment of Guy Simmons.

Library Assistant Darsana Barua was one of 50 library staff members selected to attend the Library Leadership Massachusetts Institute. LLMA provides 3.5 days of collaborative training in leadership and mentoring to cultivate, educate, and support emerging leaders working in and/or for libraries in Massachusetts. D. Barua is the third Boxford Library staff member to attend this distinguished training for librarians and library staff across the Commonwealth.

Facilities

In March, the Library Facilities Building Committee accepted the "Boxford Library Facility Evaluation" prepared by Jeff Hoover of Tappé Associates, Inc., a Boston architectural firm specializing in designing libraries and other public facilities.

The report noted the poor conditions of both facilities and offered solutions for repair to bring both facilities up to current building and Americans with Disabilities Act codes. The Library Facilities Building Committee then turned their attention to how to get this information out to the residents and determine what to do next.

In response to the report findings, the Trustees stated at their April 12, 2007 meeting: "The LFBC report clearly states that the Town can no longer afford to do nothing and proceed with business as usual in these facilities—they will continue to degrade and continued use will make them uninhabitable. The current report shows one representation of what could be done to achieve building code and access compliance and shows one representation of modern library usage space allocations. The Town residents must determine a course of action that furthers the progress and best possible services of the Library. The Trustees recommend a

building committee be charged with the task of determining the future of library facilities in Boxford." Acting on a recommendation from the Trustees, the Board of Selectmen amended the original charge to the committee to reflect this new task.

In addition, the Trustees asked the committee to conduct a survey asking residents for strategic direction regarding the library facilities. The Library Facilities Building Committee accepted this task and worked diligently to craft a survey that was mailed to residents in January 2008.

Services and Programs
Several service improvements were accomplished in 2007.

Thanks to the Friends of the Boxford Town Libraries, free wireless access was installed in both library facilities. Access to free wi-fi allows residents to bring their own internet-enabled computing equipment, such as laptops, to the library for work or research. The access is available via a free Comcast broadband line at the Town Library and a paid line at the West Branch Library.

The Friends also provide the funding for our popular Museum Pass Program. Daily passes to several Boston and regional museums are available to borrow with your valid library card. They Friends also assisted library staff in more efficiently reserving these passes for patrons by purchasing a subscription to an online reservation system. We anticipate that residents will be able to place their own reserves from the comfort of their own computers in 2008.

The Barbara Perley Scholarship Fund generously provided supplemental funding to improve the library's collections. Specifically the grant was used to enlarge the audio book on CD collection, purchase some Masconomet High School Summer Reading titles, and purchase updated materials in the children's, teens and adult collections. We thank them for their generosity.

Programming for adults took on a new life when Trustee Carole Davis agreed to plan and implement "a few" programs. Several programs later, including nature hikes, cooking, stone walls, birding, and gardening, the community and the library have benefited from her tireless volunteer work. Thank you, Carole!

We also wish to thank the following people who volunteered their time to provide library programs that enrich and enlighten us all: Susan Fallon, Susan Daley, Joe Giarrusso, Mary Ellen Iorio of BTA/BOLT, and the Friends of the Boxford Town Libraries. We offer sincere apologies if we've inadvertently left any one out.

Teens became a greater presence in the library as Library Assistant Darsana Barua formed and continues to facilitate a Teen Advisory Board. This group of teens plans programs and displays and contributes book and movie reviews to an active Teen Blog. One of their members began a knitting circle that has been meeting twice a month. Anyone, of any age, with a fondness for knitting or

crocheting is invited to attend. The Teens also held a Children's Book and Bake Sale during the West Boxford Winter Fest. They raised a good amount of money that will be used for teen materials and programs, and helped to provide a festive library atmosphere at the West Branch Library on that cold, blustery day in December.

Our Assistant Library Director Laura Zalewski resigned to take another position in February, but not before she had completed overseeing a preservation survey. The Library was granted $2,500 in grant funding from the Library Services and Technology Act administered by the Massachusetts Board of Library Commissioners. The grant allowed us to hire a preservation consultant to review our facilities and collections and recommend actions we could take to preserve our historic book and local records collections. Thanks are also due to the Friends of the Boxford Town Libraries for their matching funding for this project. As a result of the preservation survey, the Trustees approved a Preservation Plan that will assist library staff in advocating for and preserving the local newspapers, annual reports of the town, and historic book collection.

After a short absence, a new Assistant Director was hired. Debra Hiett began her duties at the end of April. She brings years of library experience to the position and has been a valuable addition the library.

In addition to the those people mentioned above, we wish to extend our sincere thanks to the following community organizations which help the library look better and help us to achieve our goals: The Boxford Garden Club; the Boxford Cultural Council; Boxford Trails Association/Boxford Open Land Trust; Benson's Ice Cream; West Provisions; Boxford Community Store, and the Friends of the Boxford Town Libraries. Our libraries would not feel so warm and welcoming without these partners.

Respectfully submitted,

Susan Daley

Boxford Town Library Board of Trustees

Christine MacNeill, Chair
Susan Daley, Vice Chair
Kirsten Blaeser, Secretary
Christine Barensfeld
Carole Davis
Jeanette Glesmann, resigned May 2007
Jane Moody
Guy Simmons, fulfilling Glesmann's term
Frank Quackenbush

Boxford Town Library Staff

Diane Giarrusso, Library Director
Debra Hiett, Assistant Library Director
Joshua Kennedy, Children's Librarian
Helen Clarkson, Head of Circulation
Regina Eriksen, Secretary

Diane Annunziato, Library Assistant
Darsana Barua, Library Assistant
Alice Holden, Library Assistant
Carol Plate, Library Assistant
Carolyn Low, Erin Taggert, Hilary Prescott, Alexandra Lucey, Dan Kliman & Matthew Rossman, Circulation Desk Attendants

2007 Usage Statistics for Boxford Town Library System

Number of Materials

Main Library	47601
West Branch Library	17311
Total	***64912***

Circulation

Main Library	61127
West Branch Library	14216
Total	***75343***

Daily Visits to Library

Main Library	104
West Branch Library	33
Total	***137***

People who used PC's

Main Library	1491
West Branch Library	678
Total	***2169***

Website Hits **24533**

Programs

	# Programs	**# Attending**
Preschool	120	1155
School Aged	28	780
Teen	6	54
Adult	23	706
Total	***177***	***2695***

Reference Questions Asked & Answered **18037**

Items sent to Boxford from other libraries	**12781**
Boxford items lent to other libraries	**13073**
Boxford residents' circulation at other libraries	**23444**
Other residents' circulation at Boxford libraries	**7962**
Database Usage Sessions	
In the Libraries	182
At home or work	1493
Total	***1645***

SCHOOL COMMITTEE REPORT

School Committee
Elizabeth Leary, Chairperson, Term Expires, 2009
Pamela Messenger, Vice Chairperson, Term Expires, 2008
Charles Killam, Term Expires, 2008
Cynthia Murphy Term Expires, 2009
Cynthia Foster, Term Expires 2010
Kim Holliday Term Expired, 2007

School Committee Operation
The Boxford School Committee meets twice per month with a formal agenda on the first and third Tuesday at Town Hall. All meetings are posted at Town Hall and are open to the public as described in the State Open Meeting Law.

The School Committee has all the powers conferred on it by state law and must perform those duties mandated by the state. Its responsibilities are varied, but relate primarily to policy determination. Some of the duties of the School Committee include:

*Preparation of an annual budget *Program evaluations
*Approval of curriculum and materials *Planning school services
*Collective bargaining *Public relations

While the School Committee acts directly as the policymaking body relative to general educational policy, it does not operate in a vacuum. The School Committee actively seeks the counsel and support of the administration, staff, School Councils, the Parent Teacher Organization (PTO), Boxford Elementary School Trust (B.E.S.T.), the Special Education Parent Advisory Council, parents and the community. This input is generated through written and verbal communication within the school community, and working closely with other Town Boards and committees. Additional information about the School Committee and its operation as well as the Cole and Spofford Pond Schools can be found on the school district web sites at www.boxfordschools.org and www.tritownschoolunion.com.

Individuals and groups wishing to address the School Committee at a meeting may do so as part of the agenda under "Remarks from the Public" or contact the chairperson by telephone or in writing.

Milestones

In May, Kim Holliday completed three years of service on the School Committee. Cynthia Foster was elected to serve a three year term on the School Committee.
In June, Richard Bateman retired as a teacher from the Spofford Pond School having completed an outstanding career as an educator including thirty-five years at the Harry Lee Cole and Spofford Pond Schools as a Fifth and Sixth Grade teacher. He was recognized with a Citation from the Board of Selectmen and a day in his honor on May 24, 2007.

Janice Maguire retired after twelve years of service as a teacher at the Spofford Pond School as well as many years of service as a substitute teacher before joining the faculty on a full time basis in 1995. Mrs. Maguire also served as a teacher in North Reading. She was recognized with a Citation from the Board of Selectmen and a day in her honor on May 25, 2007.

Dona McDuff retired after twenty-four years of service as a Special Education, Reading and Classroom teacher at the Harry Lee Cole and Spofford Pond Schools. She was recognized with a Citation from the Board of Selectmen and a day in her honor on June 15, 2007.

Debbie Benedetti retired after fifteen years of service as a School Secretary at the Spofford Pond School. She was recognized with a citation from the Board of Selectmen and a day in her honor on June 18, 2007.

Staff Anniversaries

Thirty-three staff members celebrated five-year anniversaries of service in our schools. Five-year service pins were presented to Jennifer Swenson, Shannon Estella, Diane Vasapolli, Judith McCarthy, Jennifer Scranton, Gayle MacElhiney, Joanne Thorlin, Beth Dougherty, Mary Channell, Jessica Fuller and Mojgan Olia. Ten year pins were presented to Alison Barton, Laura Frost, Lisa Salisbury, Stacy Bouffard, Carla Wiles, Kim Suther, Debbie Connery, Lisa Simmons, Susan Koniares and Cynthia Bray. Fifteen year pins were presented to Peg Russell, Deborah Cahill, Mary Lee Kennefick, and Joanne Green. Mary Mann, Mary Ellen Sorensen, Susan Giovannacci, Susan Whitney and Heather Walker were recognized for twenty years of service to the Boxford Elementary Schools. Robert Sparkes, Deborah Mahoney and Peggy Cook were recognized for thirty years of service.

New Staff Appointments

Mr. Lawrence Fliegelman was appointed to be the principal of the Spofford Pond School. Christine Elliott was appointed to the position of English Language Arts Instructional Support Specialist K-6. New members of the teaching faculty at Spofford Pond include: Karen Careri, Spanish; Jane Dubrow, Moderate Special

Needs; Marie Wilson, Moderate Special Needs; Bridgit Jordan, Moderate Special Needs; Wendy Burns, Grade 6; Carol Foster, Grade 5; Alison Salerno, Grade 4; Cheryl Bernardo, Title I; Donna McArdle, Writing Coach; Donna Eckman, Math Coach; Kathleen Fleming, School Psychologist; Julie Hopkinson, Guidance Counselor. Mary Dodge has joined the staff as a School Secretary; Kennedy De La Cruz as an Evening Custodian and Kathleen Sheldon as a Technology Aide. New Teacher Assistants include: Rosemarie Lawrence, Janice Kazmierczak, Colleen Castagna and Lisa Harrison

New members of the teaching faculty at the Harry Lee Cole School include: Antonio Marin-Vargas, Spanish; Stephen Duffy, Moderate Special Needs; Jill Porter, School Psychologist; Marjorie Kirstein, English Language Learners; Deborah Bates, Speech/Language Assistant; Rebecca Knowles, Math Coach & Technology Aide; and Lori Martin, Reading. New Teacher Assistants: Lauren Rice and Herb Harvey

Achievements

The School Committee successfully reached an agreement on a new three year contract with the Boxford Teachers' Association that provides for an additional 15 minutes of instructional learning time for students as well as salary schedule increases of 3%, 2.5% and 2.5% during the three year term of the contract.

New Initiatives

Foreign Language: In response to overwhelming parent interest and community support, as measured by a school-wide survey, a foreign language program has been implemented in both schools this year. The program implementation is staffed by one full time and one part time teacher to provide instruction in Spanish for all students in Grades K-6 during the school day.

Mathematics and Writing Coaches: In an ongoing effort to provide academic support to all students, we have created two new full time positions, a math coach and a writing coach at the Spofford Pond School. Regular education students, who could benefit from additional support in these core subject areas, as identified by individual assessments or by classroom teacher referral, can meet with either of these coaches individually or in small group settings, to strengthen their skills.

"Touched By Technology": Through generous donations from the Boxford Elementary School Trust, the Boxford PTO and community members, both elementary schools have benefited from a significant infusion of new state of the art technology this past year. All classroom teachers and many other specialists are equipped with lap-top computers to facilitate instruction, communication and the preparation of curriculum. In addition, interactive smart-board technology has been acquired for each grade level to enhance student learning. Teachers have committed to and completed significant training during the summer and

through week long technologist in residence grants to both schools during the school year. It is our expectation that the incorporation of these technology based tools across the curriculum will better prepare our children to learn successfully in an increasingly technology driven world.

Strategic Planning/District Goals

MISSION STATEMENT 2004

The mission of the Boxford Elementary Schools is to maintain a learning community based on developmentally appropriate objective standards that: respect the individual and collective needs, similarities, and differences of all of its members; and challenge its members to engage in a continuous process of learning; thus enabling them to reach their intellectual, social, emotional, and physical potential.

CORE VALUES

High Expectations for Academic Excellence: All students strive for a high level of academic achievement. Our schools provide educational opportunities that challenge students to their individual potential while encouraging all students to take academic risks and engage in critical thinking. All school staff members are dedicated to the consistently high level of performance necessary to support our students' academic achievement. The hard work by students and staff necessary to achieve these goals is expected, recognized and celebrated.

Personal Integrity: Consistent honesty, respect and personal responsibility regarding all our words and actions are fundamental principles. The common bonds within the school community are expressed through mutual cooperation, empathy and support.

Clear and Consistent Curriculum Implementation: Equitable learning opportunities for all are provided through an academic curriculum, which is clearly understood by all and consistently implemented, to meet grade level benchmarks.

Welcoming Environment: All members of the community strive to make our school environment safe, nurturing and welcoming so as to foster the achievement of our shared Mission and Core Values. The connections between the schools and the Boxford community are valued and continuously renewed.

DISTRICT GOALS 2004-2008

Goal #1: Academic Excellence-All students will achieve to their academic and personal potential.

Goal #1A: Academic Excellence-All students will achieve their academic and personal potential in English Language Arts as measured by local assessment measures and the Massachusetts Comprehensive Assessment System.

Goal #1B: Academic Excellence-All students will achieve their academic and personal potential in Mathematics as measured by local assessment measures and the Massachusetts Comprehensive Assessment System.

Goal #2: Clear Consistent Curriculum – Curriculum will be implemented consistently within each grade level.

Goal #3: **Learning Needs of Children-**All children will have the opportunity to learn in ways that match their abilities and needs.

Goal #3A: Personal Integrity and Hard Work-All children, staff, and parents will experience a supportive learning community that recognizes, respects, plans for and rewards personal integrity and hard work.

Goal #4: Welcoming Environment-All children, staff, parents and community members will experience a friendly, supportive and respectful environment in our schools.

Goal #5: Physical Plant and Space Needs-All students, staff, parents and community members will work in schools that are well maintained and that provide acceptable space for all approved programs.

Goal #6: Staff Recruitment and Retention – A plan will be developed to address future needs regarding the recruitment, development and retention of teaching and leadership personnel.

School Management

Principals are responsible for the daily operation of each school. A new leadership model was created for 2006-2007, which combined multiple roles into a new position in each of the elementary schools. At Cole School, a Coordinator of Early Childhood Education currently combines the former roles of assistant principal, special education services coordinator and preschool coordinator. At Spofford Pond School, a Coordinator of Student Support Services combines the former roles of assistant principal and evaluation team leader. The responsibilities of school-based administrators include curriculum implementation, instruction, personnel matters, student issues and the physical plant. School Councils are in place in each school. Members include the principal, parents (elected), teachers (elected), and a community member (appointed by the principal). The role of the School Council is to advise the principal on areas of school improvement. Meetings are generally held on the second Monday of each month and are open to the public.

The Superintendent is appointed by the Tri-Town School Union Committee (Superintendency Union 58). The School Union Committee jointly employs the Superintendent (PK-6), Director of Finance and Human Resources, Director of Special Education, and Director of Facilities and Operations as well as the secretarial and bookkeeping staff of the Central Office. The Superintendent acts as the Chief Executive Officer of the School Committee in the operation of the schools.

School Enrollment, October 1, 2007

	PS	K	1	2	3	4	5	6	Total
Harry Lee Cole School	56*	115	119	114					348
Spofford Pond School					140	141	133	159	573
Total K-6 Enrollment									921

- An Integrated Pre-School program is offered at Cole School. Fifty-six (56) students are enrolled in this program. These students are not included in the 921 official October 1, 2007 enrollment total. The Pre-School is a tuition based nearly self-sustaining program.

Fiscal Management

The School Department operating budgets for the years 2006-2007 and 2007-2008 approved at the Annual Town Meeting are as shown in the table below. The figures used present the required local contribution after the application of revenue from State and Federal Grants and Local Revolving Accounts (Pre School, Kindergarten Tuition, Special Education Tuition, School Food Service and Rental).

Category	FY 2007	FY 2008	FY 2007 to FY 2008 Increase/ Decrease	FY 2007 to FY 2008 Percentage Increase/ Decrease
Total Salaries	$6,312,945	$ 6,865,077	$ 552,132	8.75%
Instructional Materials and Textbooks	$ 375,701	$ 264,166	($ 111,535)	(29.7%)
Equipment	$ 40,493	$ 50,035	$ 9, 542	23.6%
Professional Development	$ 80,351	$ 76,471	($ 3,880)	(4.8%)
Regular and Special Education Transportation	$ 437,854	$ 456,385	18,531	4.23%
Utilities	$ 333,825	$ 266,580	($67,245)	(20.1%)
Operations and Maintenance of Facilities	$ 198,652	$ 199,327	($ 675)	(0%)
Special Education Tuition and Services	$ 366,108	$ 402,185	$36,077	9.85%
Health Insurance	$ 824,937	$ 940,584	$115,647	14.02%
Less: Applied Income from Grants & Revolving Funds	($ 686,691)	($ 612,663)	($ 74,028)	(10.78%)
TOTAL Local Appropriation	**$8,284,177**	**$ 8,908,147**	$623,970	7.53%

Educational Reform:
Massachusetts Comprehensive Assessment System

As Educational Reform in Massachusetts heads into its fourteenth year, school district accountability continues to be at the forefront of the reform effort. The Boxford School Committee's goal is to increase the number and percentage of our students achieving at the Advanced and Proficient Levels in each grade and in each subject tested. The Department of Education has rated each school district and school in terms of its performance and improvement over the past two years. Detailed information about the School District Accountability System Cycle IV ratings including determinations regarding the requirement to achieve Adequate Yearly Progress (AYP) under the federal No Child Left Behind (NCLB) law can be found on the Massachusetts Department of Education web site, which can be reached through a link on our school district web site. The Massachusetts Comprehensive Assessment System (MCAS) now includes the following areas

and grades:

Grade Three: Reading, Mathematics
Grade Four: English Language Arts, Writing and Mathematics
Grade Five: Reading, Mathematics, Science and Technology, History and Social Studies
Grade Six: Reading, Mathematics

The School Performance Index was introduced for the 2003 MCAS Administration. Performance points are awarded to a school or district for each student in the MCAS test group during the rating period. The goal is for each school and district to achieve a Composite Performance Index of 100 by the year 2014.

Third Grade students participated for the seventh time in the Reading examination in March of 2007. Our students participated in the second year Mathematics test in May. Our third grade students ranked #57 out of 328 districts in the state in 2007 in Reading and #52 in Mathematics. Results for our students for the past six years are presented in the following table:

GRADE 3 READING PERFORMANCE LEVEL	2002	2003	2004	2005	2006	2007
ABOVE PROFICIENT	NA	NA	NA	NA	26	17%
PROFICIENT	86	86	86	81	55	57%
NEEDS IMPROVEMENT	14	12	13	17	18	25%
WARNING	0	2	1	2	1	1%
COMPOSITE PERFORMANCE INDEX (Out of 100)	NA	94.7	95.8	93.8	93.5	92.5

GRADE 3 MATHEMATICS PERFORMANCE LEVEL	2002	2003	2004	2005	2006	2007
ABOVE PROFICIENT	NA	NA	NA	NA	7	28%
PROFICIENT	NA	NA	NA	NA	67	49%
NEEDS IMPROVEMENT	NA	NA	NA	NA	26	20%
WARNING	NA	NA	NA	NA	0	3%
COMPOSITE PERFORMANCE INDEX (Out of 100)	NA	NA	NA	NA	91.9	91.4

Fourth Grade students participated in the tenth administration of the required Massachusetts Comprehensive Assessment System (MCAS) in March and May. Students were tested in Mathematics and English Language Arts. Our composite performance in Mathematics ranked #23 out of 328 districts statewide and in English Language Arts we ranked #15 on a statewide basis. Results for our students by levels of performance are presented in the tables below:

GRADE 4 ENGLISH LANGUAGE ARTS PERFORMANCE LEVEL	2002	2003	2004	2005	2006	2007
ADVANCED	9	9	13	9	6	24%
PROFICIENT	62	64	56	65	51	59%
NEEDS IMPROVEMENT	30	26	27	25	41	16%
WARNING	0	21	3	1	3	1%
COMPOSITE PERFORMANCE INDEX (Out of 100)	**NA**	**90.0**	**89.4**	**90.9**	**84.8**	**94.0**

GRADE 4 MATHEMATICS PERFORMANCE LEVEL	2002	2003	2004	2005	2006	2007
ADVANCED	10	20	25	28	28	29%
PROFICIENT	45	35	40	43	35	41%
NEEDS IMPROVEMENT	39	44	32	26	35	30%
WARNING	5	1	3	2	2	1%
COMPOSITE PERFORMANCE INDEX (Out of 100)	**NA**	**84.2**	**87.4**	**90.9**	**86.9**	**89.6**

Fifth Grade students participated in Science and Technology examination for the fifth year and in the English Language Arts and Mathematics tests for the second year. The History/Social Studies Test is still in a tryout format with no district, school or individual results released. Our overall performance placed the Spofford Pond School students at #54 on a statewide ranking of 305 participating school districts in English Language Arts, #40 in Mathematics and #15 in Science and Technology.

GRADE 5 ENGLISH LANGUAGE ARTS PERFORMANCE LEVEL	2002	2003	2004	2005	2006	2007
ADVANCED	NA	NA	NA	NA	27	32%
PROFICIENT	NA	NA	NA	NA	57	48%
NEEDS IMPROVEMENT	NA	NA	NA	NA	15	19%
WARNING	NA	NA	NA	NA	1	1%
COMPOSITE PERFORMANCE INDEX (Out of 100)	**NA**	**NA**	**NA**	**NA**	**95.1**	**93.8**

GRADE 5 SCIENCE and TECHNOLOGY PERFORMANCE LEVEL	2002	2003	2004	2005	2006	2007
ADVANCED	NA	42	50	25	37	40%
PROFICIENT	NA	45	41	54	49	40%
NEEDS IMPROVEMENT	NA	10	8	19	12	17%
WARNING	NA	2	1	2	2	3%
COMPOSITE PERFORMANCE INDEX (Out of 100)	**NA**	**95.5**	**97.1**	**93.3**	**94.9**	**91.9**

GRADE 5 MATHEMATICS PERFORMANCE LEVEL	2002	2003	2004	2005	2006	2007
ADVANCED	NA	NA	NA	NA	31	37%
PROFICIENT	NA	NA	NA	NA	42	36%
NEEDS IMPROVEMENT	NA	NA	NA	NA	24	22%
WARNING	NA	NA	NA	NA	3	4%
COMPOSITE PERFORMANCE INDEX (Out of 100)	**NA**	**NA**	**NA**	**NA**	**90.0**	**89.1**

Sixth Grade students were administered a Mathematics examination for the seventh time and an English Language Arts test for the second time. Students were asked to respond to both multiple choice and open-ended performance questions designed to measure mastery of learning standards contained in the State Curriculum Frameworks. Our students' overall performance ranked #11on a statewide basis in Mathematics and # 6 in English Language Arts. Historical results for the Grade 6 MCAS are presented in the following tables:

GRADE 6 MATHEMATICS PERFORMANCE LEVEL	2002	2003	2004	2005	2006	2007
ADVANCED	19	31	39	40	29	43%
PROFICIENT	49	35	39	48	45	40%
NEEDS IMPROVEMENT	25	44	19	10	20	17%
WARNING	8	1	3	2	5	0%
COMPOSITE PERFORMANCE INDEX (Out of 100)	NA	84.2	90.8	90.9	90.0	94.7

GRADE 6 ENGLISH LANGUAGE ARTS PERFORMANCE LEVEL	2002	2003	2004	2005	2006	2007
ADVANCED	NA	NA	NA	NA	22	26%
PROFICIENT	NA	NA	NA	NA	66	67%
NEEDS IMPROVEMENT	NA	NA	NA	NA	13	8%
WARNING	NA	NA	NA	NA	0	0%
COMPOSITE PERFORMANCE INDEX (Out of 100)	NA	NA	NA	NA	96.3	97.6

Curriculum and Program Development

The Boxford Elementary Schools maintain web sites which contain detailed information about our ongoing initiatives in curriculum, instruction and professional development. These web pages can be located at **www.tritownschoolunion.com** and **www.boxfordschools.org**.

Special Education

The special education program in Boxford has always been outstanding and we continue to assess and modify our program needs each year to ensure we remain flexible enough to meet the growing complexity and numbers of our students with disabilities. School districts are mandated by state and federal laws to provide special education services to those students with disabilities who require specialized instruction in order to make effective educational progress and to ensure that these services occur in the least restrictive environment. Special Education programs are required to be individually tailored to ensure the individual student makes steady progress towards meeting the same curriculum standards as all students in our district. Therefore, this is an area over which the local School Committee has little control in terms of costs, which can have a major impact upon our budget. Clearly, there are diverse student needs that must

be addressed through our educational programs and the School Committee asks for your continued support with the local budget to ensure all children's needs are fulfilled to the best of our ability.

As of December 1, 2007, there were 138 special education students in the Boxford Elementary Schools, grades Pre-Kindergarten through grade 6. The percentage of Boxford students (Kindergarten through 6th grade) receiving special education services is approximately 14.6%, which represents a slight increase over December of 2006. The Early Childhood Excel Program (ECEP) is now in its third year at Cole School. This program is designed to meet the unique needs of a small number of children who require an intensive language based program with more intense focus upon behavioral needs.

The District is deeply committed to an inclusion philosophy pursuing effective ways to integrate all our children into regular education settings. We continue to implement an inclusive Co-Teaching Model at Spofford Pond School, which combines the strengths of a classroom teacher with those of a special educator to provide intensive instruction right in the regular education classroom setting, one of the goals and requirements of the special education regulations. This structure enables us to provide the most appropriate instruction in the least restrictive setting possible. In addition, Boxford has affiliations with the Greater Lawrence Educational Collaborative and Northshore Education Consortium to provide specialized educational programs to low incidence populations of special needs students and to serve as a resource to work collaboratively with member districts to address a variety of special education issues, as well as to provide professional development opportunities for staff.

Closing Statement
The School Committee has endeavored to maintain a focus on teaching and learning directed towards increased student achievement in a standard based environment. As the world shrinks, we need to prepare our children to be ready to deal with a global economy.

We have been extremely fortunate to have the support of the whole community. In addition, the ongoing support we receive from the Parent Teacher Organization (PTO), the Boxford Elementary School Trust (B.E.S.T), and the Jonathan Tyler Barker Fund, among others, enables the School Committee to accomplish more than we could within our budget alone. We would like to express our sincere gratitude and ask for your continued support to provide the quality education Boxford has always been proud of.

Respectfully submitted,

Elizabeth Leary, Chairperson
Pamela Messenger, Vice Chairperson
Cynthia Foster
Charles Killam
Cynthia Murphy

MASCONOMET REGIONAL SCHOOL COMMITTEE

The vision of the Masconomet Regional School District is to provide a challenging and supportive educational environment for the entire school community that maximizes opportunities for intellectual, personal, and physical development; encourages individuals to become contributing community members; and promotes learning as a life-long pursuit. This report highlights the fiscal, educational, and administrative changes and challenges which occurred during the 2006 - 2007 school year.

The year began with the implementation of a budget which reflected the tri-town Finance Committees' request to remain within a 5% operating expense increase. This was achieved by making some sacrifices such as staff reductions in certain areas, department re-organizations, and shifting resources from the Middle School to the High School to meet enrollment growth. Despite these constraints, we began to address one of the District's primary goals: reducing class size. Progress was made in reducing average class size in core academic courses.

Academically, Masconomet students continue to improve. In recent years, a sub-group of Special Education students at the Middle School did not make Adequate Yearly Progress (AYP) on the Massachusetts Comprehensive Assessment System exams (MCAS). Though this represented a very small number of students, the administration and faculty took action. As a result, students' academic progress improved this year, and Masconomet has been taken off the State's "in need of improvement" list in math for this sub-group. We continue to provide additional opportunities for both regular and special education students in Math skills as well as additional study skills and academic support programs.

For the first time in recent memory, Masconomet graduated nearly 100% of the senior class. Of the 332 students who graduated in 2007, 98.9% of the class that began as freshmen in September 2003 received their diplomas. In addition, 96% went on to further education of some kind, with 85% choosing four-year colleges, ranging from Ivy League institutions to State four-year colleges to private colleges and universities. The college selection process is being updated through of a powerful new online tool introduced this year by the Guidance Department. It allows students, beginning in 8th grade, to take career inventories, research their college choices, identify options, track application requirements and deadlines, and keep all these records in a place where they, their parents, their guidance counselor, and teachers can follow a focused process to its successful end.

Outside the classroom, Masconomet students continue to excel. In addition to demonstrating athletic prowess and outstanding theatrical and musical abilities, students have participated in a variety of academic, community, and charitable projects, along with achieving some impressive honors. The National Honor Society created coloring books for children's wards in local hospitals, and the Class of 2010 raised over $20,000 for Children's Hospital in Boston. A local chapter of Amnesty International was organized by our high school students, and

a group of Studio Art students participated in the Memory Project, creating 35 portraits of, and for orphans in Uganda. Two Chemistry students qualified for the National Chemistry Olympiad. The High School Science Team won third place in the North Shore Science League and the Best in Physics Award; four students went to the State Science Fair after winning at the regional level; and the Middle School Math Team won first place in their division.

On the administrative side, we filled a number of vacant positions including Director of Guidance and Athletic Director. We worked with our outsourced Food Service company to fully implement improvements in the quality and variety of food choices available to students and in the dining hall area itself. We replaced our outsourced cleaning services provider resulting in greater service to the district.

The school committee appreciates the support of the Tri-Towns. Despite difficult financial constraints, growing student populations, and increasing state and federal requirements without accompanying increases in aid, Masconomet continues to provide the best possible educational opportunities to our students.

Submitted

Daniel Volchok
Chair, Masconomet Regional School District Committee

NORTH SHORE REGIONAL VOCATIONAL SCHOOL DISTRICT
30 LOG BRIDGE ROAD, MIDDLETON, MASSACHUSETTS 01949
www.nsths.mec.edu

ANNUAL REPORT (Short Form)
JANUARY 1, 2007 – DECEMBER 31, 2007

Mr. Michael Crowe - Boxford Representative
North Shore Regional Vocational School Committee

Amelia P. O'Malley, Superintendent-Director
North Shore Regional Vocational School District

Merger Study

In the spring of 2007 Phase II of the proposed merged school was completed. After requested changes to the design total estimated project cost was $140,642,114. In the fall of 2007, the Merger Oversight Committee and the North Shore Chamber of Commerce held a breakfast meeting for the elected officials in all 16 communities of the North Shore Regional Vocational School District. At this meeting the conceptual design was presented along with the estimated project cost. The accuracy of this figure is contingent on a completion date of August 2012. It is hoped that legislation delineating funding will be filed this winter.

Administration

The North Shore Regional Vocational School District Committee, comprised of one member appointed to represent each member community is the governing body of the School District. The Superintendent-Director and the administrative team carry out the policies of the District School Committee and oversee the daily operation of the school.

Enrollment

Student enrollment as of October 1, 2007 is 443. Students cite the interpersonal relationships with teachers, counselors, and administration, and the vocational/technical programs as the reasons for application. There continues to be a shortage of space for classrooms, shop areas, the library and the cafeteria. In addition, an auditorium is needed.

Curriculum

All students who entered in September of 2006 were enrolled in Algebra I. Introduction to Algebra is no longer offered. The 12th grade continues to offer Discrete Mathematic as well as Pre-Calculus, Algebra II, and Business Math. The integration of technology continues with the use of the wireless laptops. Our MCAS preparation has been bolstered by the addition of interactive software entitled PLATO. During the 10th grade, students are working in the computer labs with this program 80% of the time.

All of our science courses are aligned with the Massachusetts Science Frameworks, and for the 9Th and 10th grades classes are sequenced in a manner to prepare students for the MCAS test. Since a science MCAS test is now required for graduation for this year's tenth graders, our underclassman now focus exclusively on biology. This concerted effort on a single domain will allow for more time to cover required strands, and will provide opportunities to develop more rigorous instructional strategies and methodologies in order to enhance success.

As for the 12th grade, we offer three electives that will include: a new Human Biology class, a redesigned Physics curriculum, and a long time popular Field Studies in the Natural Sciences.

The Social Studies Department is revising the scope and sequence to conform to the history curriculum framework and school schedule.

The foundation of the Title I program is a fifteen (15) station computer lab dedicated to utilizing Achieve 3000/TeenBiz, a web-based, individualized reading and writing program which was created specifically for high school.

MCAS Review
The Massachusetts Department of Education awarded Grant #632 to North Shore Technical High School to assist those Junior and Senior students who have not yet reached the minimum score on the Math and/or English/Language Arts MCAS and to assist our current 10th graders to reach proficiency on the MCAS test.

School Council
The School Council is an organization of faculty, parents, students and business community representatives who meet with the Principal every six weeks during the school year to review programs and activities at North Shore Tech.

General and Program Advisory Committees
The Program Advisory Committees meets twice per year to discuss suggestions for improving our career vocational-technical programs.

Career and Technical Areas / Service Cluster
With the incorporation of the Vocational Technical Frameworks, the Career and Technical areas are working on aligning their curriculum and updating and creating new lesson plans were needed. Safety is also a primary concern with our goal not graduating any senior with out a career safe OSHA 10-hour card. In addition, students are maintaining their working portfolios and seniors will begin to create their Senior Showcase portfolio, which will help them in job interviews and during their college admission process.

Cosmetology
Students continue to learn to use state of the art techniques in haircutting, styling, up do, color, nail, and skin care. Students are also learning to incorporate technology in the many projects they complete and presentations they make. Junior and senior students welcome clients from the district for cosmetology services on Thursday and Friday.

Culinary Arts
The addition of John Bickerstaff as an instructor has added additional instruction to our students. As required by the industry Culinary Arts students will receive a certificate in Serve Safe and will complete the Pro Start Curriculum. The Log Bridge Inn is open to the public on Thursday and Friday allowing students to perfect their culinary skills.

Design & Visual Communications was relocated next to the graphics department to allow a professional working relationship between the graphic's program and the commercial artist.

The addition of the new technology in **Graphics Communications Technology** last year has added a necessary technological component to the program.

Health Assisting
Students are learning through skill-based activities and will begin visiting health centers in their sophomore year. Students will now complete the Certified Nursing Assistant program during their junior year allowing them to acquire additional certificates during their senior year such as, CPT, First Aid, AED, Home Health Aide, Introduction to Phlebotomy, EKG and an Alzheimer Certificate.

Marketing, Office Technology and Video Media
Students have the ability to enhance their office technology skills while using the marketing concepts they are learning, finance, advertising, general merchandising and small business ownership. In addition, students are coordinating school wide activities, creating highlight tapes for our sports banquet and freshman parent night, and marketing a positive school moral.

Career and Technical Areas / Technical Cluster

Carpentry/Masonry
Junior and senior carpentry students are currently working on construction projects in Danvers and Hamilton. The junior carpenters are building a 30' x 34' 2-story garage on Asbury St., Hamilton. The project is an oversized two car garage with an above in-law apartment. The senior carpenters are completing a farmer's porch that they started last year on Chevalier Ave, Danvers. Upon completion of the farmer's porch, the seniors will work on the garage in Hamilton. The masonry crews have completed work on the "Tramp House" historic building in Middleton, as well

as a walkway and retaining walls in Danvers. They are currently building a storage/dugout building for the Danvers National Little League.

Automotive/Collision Repair
These shops are both NATEF certified and provide a service to residents of the community while teaching trade skills and competencies to their students. Vehicles are serviced at a discount rate, and in return, students gain trade experience. This year the Collision Repair shop will continue with the Respiratory Protection Program in compliance with the Massachusetts Department of Education and the Occupational Health and Safety Administration. The Collision Repair Shop will begin the process of re-certifying their NATEF approval this occurs every five years.

The **Machine Technology** Department, having successfully completed the process of obtaining their certification from the National Institute for Metalworking Skills (NIMS) last year, will now concentrate on curriculum development including BattleBots for the junior and senior machinists.

Information Systems Technology
This technical program prepares students for A+ Computer Certification, Network+ Certification, Cisco CCNA Certification, and MCDST Certification. Students will actively learn in a hands-on environment the fundamentals of Computer and Networking Technologies in order to meet the demands found in the fast growing industry of Information Technology and Telecommunications. Introduction to Computer Programming, Visual Basic, HTML, and Flash MX are included in the program, as well as an opportunity for students to work at the Help Desk which is responsible for maintaining, upgrading, and repairing over 300 computers and printers on our Local Area Network (LAN).

This is the third year with the **Electrical Program** as a member of the Technical Cluster. The Electrical Shop is now a full program with exploratory through senior year curriculums. The shop space has been increased to accommodate the additional students. A second electrical instructor has been added to the program, allowing the upper classes to work on projects at North Shore Tech and within the district.

Technology
North Shore Tech purchased a total of twenty eight (28) new computer workstations during the school year 2006/2007. Ten (10) of these workstations were used to replace computers in the Library. Five (5) new workstations were installed in the Reading Lab. Six (6) new workstations were installed in the Auto Tech classroom, and two (2) laptops were purchased for the Science Department. In February we upgraded are Graphic Arts classroom with new computer furniture, seven (7) PC workstations and four (4) iMacs. Four computers, two laptops and two workstations were purchased for Administrative purposes.

Teacher technology standards continue to improve. The Massachusetts Department of Education Teacher Self Assessment Test (TSAT) is distributed

yearly to track progress. Many teachers are able to design developmentally appropriate learning opportunities that apply technology-enhanced instructional strategies to their curriculum in order to support the diverse needs of learners. A multitude of online tests and quizzes that our teachers are creating are provided on the school's Network and the Internet for student use.

The science department purchased a textbook with an online component. All students are provided with accounts and trained in order to access their textbooks online. The online component also offers an audio version of the text, self-check quizzes, activities, online resources and audio-visuals to facilitate access to the curriculum by all learners.

PLATO-MCAS software was procured through a grant. PLATO is a self-paced model which includes tutorials and mastery tests that can be individualized according to a student's needs from previous MCAS scores or tests. It also includes an MCAS express module that can be used as a thorough review for all sophomores prior to this spring's MCAS tests. All students participating in the after school MCAS tutorial program and students in grade 10 Essential Strategies classes are utilizing this software.

The school's web page is maintained and updated daily. (www.nsths.mec.edu)

Professional Development
Faculty members are asked to submit an overall review of what was learned when they attend conferences and workshops or when making on-site visits. This information was shared at staff improvement sessions.

Special Education Department
There are approximately 175 students at North Shore Technical High School who have been identified as having special needs; they represent 40% of the general student population. The special education program is inclusive in nature. Inclusion classes are offered in all grades and in every major academic subject area. Small group special education classes, with modified content, in English, Math, Science and Social Studies are offered to students in accordance with their Individualized Education Programs. One special education initiative this year is "Meeting the Behavioral and Social Needs of a Diverse Student Population." With grant funds, we continue to maintain a liaison with Brian LaCroix, a noted behaviorist and assistant professor at Salem State College. He is providing consultation to our teachers and staff with regard to student behavior.

Athletic Department
The programs are running well and the participation rate continues to be very high for a vocational school. Proposed new programs for the 2008-2009 school year are Girls Soccer and Boys Lacrosse. Both of these teams are anticipated to be co-op teams with Essex Aggie. Essex Aggie intends to start a co-op Girls Lacrosse team this spring (2008).

Career Exploration
The focus of the career exploratory program is to familiarize all ninth grade students with North Shore Technical High School's vocational/technical areas. Currently ninth graders explore thirteen vocational programs. The exploratory program is designed so each student spends five days, four periods in shop and four periods in academics every other week.

School-to-Work/Placement
Entering the world of work in the 21st century takes more than vocational/technical skills or academic success. In the 2006-07 school year 36% of students participated in the Cooperative Education Program. Each of these students worked during school time in their vocational/technical area on the job gaining experience and school credit. The class of 2007 saw 51% of the graduates matriculate at two or four year post-secondary institutions, 47% were placed in jobs related to their vocational/technical program and 2% of the graduates were undecided in their post-secondary plans. North Shore Technical High School continues to offer permanent placement service including career guidance to all graduates.

Tech Prep
North Shore Technical High School presently has articulation agreements covering four vocational areas with local community colleges.

The **School Social Worker/Adjustment Counselor** works with the at-risk population who are identified and referred by faculty and administration.

Health Office
There were 2,985 visits to the school nurse during the 2006-2007 school year. This is a decrease of 807 visits from the previous school year. During an average day the nurse saw seventeen (17) students for health related concerns. The majority of students visited the nurse for headaches, generally not feeling well, and orthopedic muscular-skeletal problems.

A significant upgrade to the **Building and Grounds** in 2007 was upgrading the video surveillance system. The outdated VHS tape drives were replaced with an 850 gigabyte hard drive system that allows better viewing and camera control. Students enrolled in electrical, masonry and carpentry continue to assist the facilities department with a number of projects in the school.

The **Transportation Department** lease purchased 2 new, 2006 model year 71 passenger school buses this year in an effort to update the fleet.

Adult Evening Education at North Shore is a self-supporting program that offers more than sixty (60) vocational-technical classes that enhance the professional and personal lives of the adult members of our community. The Program serves nearly one thousand adult students participating in a wide variety of courses. Popular fields of study include: computers, health, construction, welding and machine technology, culinary, automotive, business

and personal finance. A number of courses have state approval for professional and trade license preparation.

Business Office
The Department of Revenue has certified the amount in our unencumbered excess and deficiency funds available July 1, 2007 at $640,184. Per MGL Chapter 71, Section 16B ½, $170,039 will be used to reduce the fiscal year 2008 community assessments. The reduction will be allocated based on the October 1, 2006 student enrollment. Approximately half of the funds to be returned are from the Medicaid Revolving Fund that was closed out as of June 30, 2007 per MGL Chapter 44 Section 72.

Funding Issues
The Fiscal 2009 Budget preparation is currently in process and will be presented to the District's Finance & Property Policy Sub-Committee in February and subsequently to the District's School Committee. At this point, we have not received any financial data pertaining to fiscal 2009 from the Department of Education.

Financial Issues
The District's fiscal year 2008 Federal Entitlement and Allocation Grants have been cut by 18%. The largest grant affected is the Perkins-Occupational Education Vocational Skills grant which was cut by $81,101. We will forego funding some instructional material and equipment, a part time position that supported our instructional staff with the Riso Graph's Data Solutions Analysis Software and fund a lease commitment from our operating budget.

North Shore Regional Vocational School District Committee

Beverly	Mr. Dean Porteous
Boxford	Mr. Michael Crowe
Danvers	Mr. Russell Fravel
Essex	Mr. George R. Harvey, Chairman
Gloucester	Mr. Joseph Parisi, III
Hamilton	Mr. David W. Ketcham
Lynnfield	Dr. Paul Anderson
Manchester-by-the-Sea	Mr. Joseph Sabella
Marblehead	Mrs. Marcia Sweeney, Vice Chair
Middleton	Mrs. Ellen Weitzler
Nahant	Mrs. Anne Senk
Rockport	
Salem	Mr. Thomas St. Pierre
Swampscott	Mr. William Jackson
Topsfield	
Wenham	Mr. William O. Nichols, Secretary

DEPARTMENT

OF

PUBLIC WORKS

DEPARTMENT OF PUBLIC WORKS



The Boxford Department of Public Works has added a leased office trailer to the Highway Garage facility. The space adds 500 square feet for office use. The trailer has three separate offices which provide much needed room for the superintendent, foremen and secretary. The old superintendent's office within the garage office area has been converted to a lunch room for the employees. The kitchen cabinets, stove and refrigerator were donated to the DPW by Middleton Road resident and plumbing contractor, Joseph Doyle. The entire facility has received a fresh coat of paint on the exterior and interior. New gas heating units have been installed within the garage, replacing the old unreliable oil fired units.

Progress on the repaving of the roads continued in 2007 in accordance with the schedule contained in the Boxford Pavement Management Report. The Town voted to approve $150,000 in local funds to be added to the $671,000 received from the state for a total of $821,000 in paving funds. There are currently 96.5 miles of roads throughout Boxford. This year 8 more miles of roads were paved bringing the total for the past two years to over 20 miles or 21.7% of the road system.

A number if drainage projects were undertaken during 2007. These include the successful repair of the dam off Lockwood Lane, which was damaged during the Mother's Day storm of 2006. The project was championed by Holly Langer and Benjamin Moore who are two residents abutting the dam, as well as other residents who use the trail system next to the dam. Special thanks to Mr. Moore for the use of his property during the week the repair was performed.

The DPW worked in concert with the Conservation Commission and the Recreation Commission to make improvements to the vernal pool next to the Spofford Pond School. In conjunction with this work, the abutting Chadwick #1 soccer field received drainage improvements to help eliminate a seasonal flooding condition. Drainage pipe and catch basin structures were installed to collect the standing water and transfer it to an existing drainage system nearby.

A number of drainage improvements funded by FEMA were completed for damage which occurred from the Mother's Day storm of 2006. These were projects on various Town roads where severe flooding had to be mitigated.

Roadside brush cutting continued throughout 2007. Approximately 80% of the brush on the Town's road shoulders has now been cut. Of course, continued maintenance will be required to maintain these road shoulders. It is our hope that our aggressive cutting will abate the growth of the "Town flower", poison ivy, as more of it is exposed to the sun.

The DPW Department and its employees continue to be committed to serving our community to the best of our ability. Please feel free to contact us if we can be of assistance at 978-352-6555.

DPW EMPLOYEES

John C. Dold, PE	Superintendent
Robert Dole	Foreman
David Noyes	Assistant Foreman
Eric Wendell	Equipment Operator
Myron Ricker III	Equipment Operator
David Waterhouse	Equipment Operator
Stephen Stickney	Equipment Operator
Eujennie Fatyol	Account Clerk

Respectfully submitted,

John C. Dold, PE
Public Works Superintendent

HEALTH & INSPECTIONS

Board of Health

Health Agent Report

Animal Inspector

Building Inspector

Electrical Inspector

Plumbing & Gas Inspector

Sealer of Weights & Measures

Visiting Nurses Association

BOARD OF HEALTH

The Board of Health regulates private septic systems, food service establishments and summer camps, waste disposal issues for horse stables; provides approvals for construction of private water supplies; manages town trash collection, and hazardous waste collection day; funds elderly health care and immunization clinics; and handles issues of contagious and reportable disease. Our meeting place is the Boxford Town Hall at 7A Spofford Road on the second and fourth Wednesdays of each month at 7:30 pm. We invite you to attend and contribute to our meeting. The Board held 15 meetings in 2007 to address these issues.

Board of Health Members

Mark Mitsch
Barbara Stanley
Louise Kress
Richard Taylor
Lillian Graham

Board Reorganization

In May 2007 the Board elected Officers for the end of Fiscal Year 2007 and the upcoming Fiscal Year 2008 as follows:

Chair: Louise Kress
Vice-Chair: Mark Mitsch
Treasurer: Richard Taylor

Hearings

Septic Systems
The Board of Health held 20 variance hearings on upgrades of failed septic systems.

Wells
The Board of Health held 2 variance hearings for Well Permits.

Beaver
The Board of Health issued 3 Emergency Beaver Permits.

Title 5 Repair Betterments

Over the life of the program, from 1998-2003, twenty (20) loans were made to homeowners for use in repairing or replacing out-of-compliance septic systems. Of those, 14 have been paid off in full and currently 6 loans remain outstanding. As of June 30, 2007, $77,650.00 is the outstanding amount of all betterment loans to be repaid by homeowners.

Staff Utilization Report

The Selectmen's concern regarding the appropriate level of staffing in the land use/regulatory departments in town hall, lead to a Fall 2006 town meeting warrant article to fund a study. Under direction of the Selectmen, a Staff Utilization study was performed by Systems Consulting Group, Inc. In the final report presented in February 2007, the consultant determined that the staffing levels are just right, and that the staff (including Health Department staff) are dedicated, capable and ready to do their best job serving the Town of Boxford. The staff is well utilized, however they are hindered by the lack of appropriate information technology. An integrated, multi-departmental inspection and permit software was recommended. The Board of Health agreed with the report, however staff hours will still be cut by the Selectmen. The recommendation that the staff needs improved information technology was largely ignored by the Selectmen.

Mosquito Control

The Board voted to continue Town participation in the Northeast Massachusetts Mosquito Control and Wetlands Management District during FY08. The Town has been part of the District since 2006. The District program includes a Mosquito Surveillance Program and a BEST Management Practice Plan drafted by Mr. Walter G. Montgomery, Director of the District.

The Surveillance Program includes monitoring selected public sites in Town for mosquito larvae and activity. Collected larvae are tested for EEE and West Nile Virus. If there were a positive test result, the Town would issue a Press Release and provide information on the Town Web Site regarding precautions to take and details of any spraying activities or other actions to be taken by the Town.

In general, the Board feels that spraying could be at least partially effective in some instances, but that spraying might give the public a false sense of security. The Board promotes public education through the Town web site and signs at entrances to public athletic fields and conservation areas.

A hearing to discuss the Mosquito Surveillance for 2008 will be held in February 2008 or March 2008.

West Common Project

At the 2007 Annual Town Meeting, Article 18 proposed building 4 units of affordable housing containing 12 bedrooms on the property referred to as the 'West Commons' in the center of West Boxford near the West Boxford library. The Board found the plan seriously deficient in that there would be no public water supply and the area required for the common septic system would encompass the whole parcel of land, including the proposed new baseball field. The Board also was concerned that if the project went forward as proposed, at least two Boxford Health Regulations would be compromised, jeopardizing their success to date in protecting ground water supplies and justifying two acre

minimum zoning to support individual wells and septic systems in Boxford. As a result, the Board recommended against the West Commons Project as proposed.

Recycling Center

Early in 2007, Karen Sheridan, Chair of the Recycling Committee and John Dold, Supervisor of the DPW discussed with the Board the construction of a Recycling Center. There is a fund of $32,000 available for the building of the recycling center. The Board agreed that the construction should be completed in 2007. Items that the Board and John Dold want included are a composting toilet, gas heat and a fence surrounding the center for safety. Dick Taylor suggested that the Conservation Commission should also be included in a plan review. No progress was made on this construction in 2007.

Landfill Fish Study

A study was begun in the fall of 2007, to satisfy testing requirements by the Department of Environmental Protection (DEP) aimed at assessing the effects, if any, of materials leaching from the landfill into the wetlands feeding into Little Baldpate Pond. Science Collaborative LLP was chosen to carry out the study with review of all procedures and results by the Board. The fieldwork for the study has been completed and the Board is currently waiting for the results.

Lincoln Hall

Lincoln Hall, a Town-owned facility is being renovated. The kitchen will not be modified by the renovation. The kitchen is not in compliance with the Massachusetts State Food Code in terms of the condition of the wall, ceiling and floor surfaces and the condition of operational features of the kitchen. Food can be served at Lincoln Hall if it is properly prepared, transported and handled in accordance with the Food Code. However, the kitchen should not be used to prepare food for public functions.

The Board of Health is responsible for enforcing the State Food Code and will be inspecting the kitchen after the renovations are complete. Following the building renovation the Board will require that any individual or group renting the facility for a function where food will be served to the public obtain a Food Permit from the office of the Health Agent. The Food Permit process will be the mechanism for the Health Agent to educate the public on the Food Code requirements for preparing, transporting to, and handling food at the facility for protection of public health. The permit process will also include kitchen inspections by the Health Agent.

Well At Police Station

The Board of Health encouraged the Selectmen to consider creating a public water supply to serve the town building campus on Spofford Road with wells located in Wildcat conservation area, and water piped down Herrick and

Spofford Roads. The Board questions the value of continuing to try to improve the water in the well currently at the Police Station, which has high levels of arsenic, iron and manganese. Presently the filtering system used to reduce those concentrations is expensive and unreliable, as evidenced by the Notice of Noncompliance (NON) from DEP because of noncompliance with three of MADEP monitoring/testing standards for the 3rd quarter of 2007. After the NON, the tests were completed and the results were below the state MCL standards or were Non Detect (ND). The Selectmen proposing at Fall 2007 Town Meeting to re-drill and install a new pump at the Police Station well. When that warrant article passed, the Board renewed its Wildcat Well proposals.

Haynes Property – Affordable Housing

At May Town Meeting, the Community Preservation Committee asked for approval of a plan that would have used a park in West Boxford for a Williamstown style baseball field and affordable housing. As proposed, the plan would not have allowed for compliance with Health standards for the water supply and septic systems, therefore the Board of Health was not able to support the proposal. With the goal of influencing future housing plans to include compliance with Health Regulations, the Board of Health appointed Louise Kress as liaison to the Housing Partnership. The Housing Partnership is investigating use of the Haynes Property for affordable housing. Louise Kress presented to the Board a list of Health expectations for affordable housing proposed by the Town: compliance with well and septic regulations; reasonable enforceable operation and maintenance plan; reasonable tolerances and sequencing in the development plan, which would address such issues as: number of units and bedrooms, private or public water supply, division of land into various uses, water lines crossing lot lines. The Housing Partnership has requested of the Haynes Land Study Committee enough land for 20 units in an affordable housing development. Louise Kress worked with the Board to create a list of minimum amount of land needed for correctly sized and set back leaching fields, correctly sized Zone I protection circle for drinking water wells, and nitrogen loading (12.5 acres) that would be needed for the 50 bedrooms in the 20 units proposed. These guidelines were brought to both the Haynes Committee and the Housing Partnership.

Board of Health Staff

The Board of Health employed Kendell Quarles as Health Agent and Roberta Cody as Administrative Assistant/Assistant Health Agent.

Kendell Quarles is serving a second term on the executive committee for the Massachusetts Public Health Emergency Preparedness, Region 3A of the Northeast Public Health Coalition and attends meetings which support local public health authorities in the development and expansion of their existing infrastructure by providing resources to be used as determined by the coalition for public health preparedness and response needs. Activities undertaken by the

regional coalitions with these funds must be in accordance with the Critical Capacities outlined in the Cooperative Agreement, and would include;

- Preparedness planning and readiness assessment
- Surveillance and epidemiology capacity
- Communications and information technology
- Risk communication
- Education and training

Kendell also meets monthly with the Local Emergency Planning Committee, which is in the process of preparing a pandemic plan for a flu outbreak, Stormwater Advisory Committee and the North Shore Health Agents Committee. Roberta Cody along with managing the office conducts food inspections for our local establishments, camps and schools and camp permitting inspections.

Health Agent Activities

The following is a summary of work performed by the Health Agent for the 2007 Calendar year:

Food Service Inspections	26
Summer Camp Inspections	11
Septic Systems Repaired/Installed	50
Septic Installation Inspections	250
Properties/Soil Evaluations	231
Well Permits	17
Complaints Investigated	13
Disposal System Installers Licensed	44
Certificate of Compliance	51
Emergency Beaver Permits	3
Plans Reviewed	47

ANIMAL INSPECTOR

The Commonwealth of Massachusetts, Bureau of Animal Health, requires that each town appoint an Inspector who shall make regular and thorough inspection of each premise on which there are domestic animals, in accordance with M.G.L. Chapter 129 section 19. Such inspections are necessary to insure humane and proper care of all livestock, to guard against outbreaks of contagious disease, and to provide a census of animals in the state.

Summary of the 2007 inspections: 205 horses, 38 ponies, 15 miniature horses, 10 donkeys, 52 goats, 40 sheep, 17 head of cattle, 3 llamas, and approximately 26 small flocks of poultry. One case of neglect involving 6 animals was reported to the Animal Rescue League. Following investigation, all 6 animals were seized by the Animal Rescue League on February 16, 2008. The Town of Boxford requires Stable Licenses for all residents who keep equine animals on their property. Regulations and applications are available at the office of the Health Agent.

Under Massachusetts state law, all bites, whether caused by wild or domestic animals must be reported to the Animal Inspector. In 2007, 7 incidents involving domestic animals biting/scratching humans or domestic animals were reported. Ten day quarantines were completed without complication in all cases. No cases carried over into 2008.

Animal Inspectors are also required to investigate and issue quarantines in cases concerning possible rabies exposure to domestic animals. Twenty two such cases were reported involving pet contact with a confirmed rabid animal, wounds of unknown origin, or exposure by proximity. Twenty quarantines were completed without incident. Two additional quarantines carry over into 2008. Owners please keep all pets current on rabies vaccinations – it is very important for the safety of your pet and your family.

Because barn inspections are carried out in the winter months some livestock, principally horses which winter at boarding facilities, are not included in the count.
The information gathered during the annual barn inspections is important for emergency contact and planning. If you did not get a pink barn inspection form and keep horses or other livestock on your property during the summer months, please contact Animal Inspector Allison Hayes. Anyone with concerns about livestock health or welfare or questions concerning rabies and quarantine procedures, please contact Allison Hayes.

The able assistance of volunteer Alternate Animal Inspector, Nancy Drago has been greatly appreciated.

Respectfully Submitted,

Allison Hayes, Animal Inspector Nancy Drago, Alternate Animal Inspector

INSPECTION DEPARTMENT

There were 269 building permits issued for the year 2007. The following is a breakdown of type, cost of construction and fees collected. Average cost of construction for new homes was $437,333.00 and the average fee collected for 2007 for new homes was $4,373.00.

TYPE OF PERMIT	QTY. ISSUED	COST OF CONST.	FEE COLLECTED
Accessory Apartment	1	$293,000.00	$2,930.00
Additions	17	2,243,262	21,836.60
Additional Fees		----	670.00
Alterations	2	72,000.00	720.00
Barns	3	415,000.00	4,150.00
Commercial	3	19,550.00	153.00
Deck/Porch/3 Season	12	461,424.56	4,699.00
Demolition	1	500.00	50.00
Foundation	1	43,000.00	430.00
Garage	6	253,500.00	2,535.00
Homes	3	1,312,00000	1,312.00
Other	5	251,153.00	2,511.53
Pools	15	482,014.00	4,872.87
Reconstruction	2	302,000.00	3,020.00
Renovations/Repairs	115	3,505,668.09	34,182.68
Roofing	41	505,836.00	5,419.65
School/Camp/Liquor	8	----	450.00
Sheds/Gazebo	13	123,905.55	1,448.00
Siding	8	166,378.00	1,614.08
Sunroom/Greenhouse	4	198,290.00	1,906.63
Wood or Pellet Stove	9	22,000.00	560.00
GRAND TOTALS	**269**	**$10,670,481.20**	**$107,279.04**

Kenneth A. Ward,
Inspector of Buildings

INSPECTION DEPARTMENT

Electrical Inspector

There were 250 electrical permits issued for 2007. Fees collected totaled $27,896.68. Of these fees $340.00 were collected for additional fees.

David L. Levesque,
Electrical Inspector

Plumbing & Gas Inspector

There were 140 plumbing permits issued for 2007. Fees collected totaled $12,015.00. There were 136 gas permits issued for 2007. Fees collected totaled $9,855.00. Combined plumbing and gas permits issued for 2007 were 276. Total fees collected for plumbing and gas permits were $21,869.00. Additional fees collected were $285.00 totaling plumbing and gas fees for the year in the amount of $22,155.00

David Leavitt,
Plumbing & Gas Inspector

SEALER OF WEIGHTS AND MEASURES

The Sealer of Weights and Measures made the following sealing in the year 2007:

1)	Ingaldsby Farm, Washington St., West Boxford (checked and sealed three (3) scales)	$18.00
2)	Paisley Farm, Washington Street (checked and sealed two (2) scales)	$12.00
Total turned over to the Treasurer		**$30.00**

(School scales and DPW Gas Pumps – no charge)

Robert H. Cronin
Sealer of Weights & Measures

VNA CARE NETWORK, INC.

2007 ANNUAL REPORT TO THE BOXFORD BOARD OF HEALTH

OVERVIEW

The VNA Care Network provided public health nursing services for the Boxford Board of Health. Service delivery is provided in 2007 includes these elements:

1. Elder Health Clinics
2. Flu Immunizations
3. Communicable Disease Follow-up
4. Publicity

ELDER HEALTH CLINICS

These clinics are free and open to residents age 60 and over. Run by VNA Care Network, Inc. community health nurses, clinic services include health assessments; blood pressure screening; weight, pulse, heart and lung monitoring; medication, diet, preventive health and disease management teaching; and blood glucose testing and screening and referrals to providers and community resources. Appointments may be made by calling the VNA Care Network at **1-888-663-3688 ext. 1372.** The clinics are funded in part by the **Boxford Board of Health** (BOH), client donations, VNA Care Network funds and in-kind donations.

Four Mile Village	1st Wednesday, 9:00 - 11:00 a.m.
Four Mile Village	3rd Wednesday, 9:00 - 11:00 a.m.
Boxford Senior Center	4th Wednesday, 11:00 a.m. - 1:00 p.m.

2007 BOXFORD ELDER HEALTH CLINIC ATTENDANCE

# Clinic Visits	# Participants
4-Mile Village	168
Senior Center	53

TOTAL CLINIC ATTENDANCE: 221

2007 INFLUENZA VACCINE ADMINISTRATION

Flu Vaccines *(given to Boxford Residents aged 18 and over)* **366**

A clinic was held November 24, 2007. (*356 attended*)
A clinic was held December 10, 2007 at the Fire Department in conjunction with the administration of the third Hepatitis B immunization. (*10 attended*)

2007 HEPATITIS B VACCINE ADMINISTRATION

Hepatitis B immunizations were given to 10 emergency personnel. This is a 3 shot series given over a period of six months and was completed in December 2007.

2007 BOXFORD COMMUNICABLE DISEASE FOLLOW-UP

Lyme	54*
Ehrlichiosis	8
Babesiosis	4
Pertussis	4
Hepatitis B	3
Chronic Hepatitis C	2
Campylobacter	2
Salmonella	1
Cryptosporidiosis	1
Giardia	1
Viral Meningitis	1

COMMUNICABLE DISEASE FOLLOW-UP YEAR END TOTAL 81

Case investigations were conducted per Massachusetts Department of Public Health (MDPH) protocols; appropriate follow-up and case report forms have been submitted to MDPH. During 2007, physicians were responsible for follow-up for Chronic Hepatitis C whereas this was previously done by the local board of health. Effective July 2007, MDPH changed the protocol for Lyme follow-up making it a physician responsibility instead of the board of health. The VNA did follow-up for 15 cases of Lyme before the change in responsibility; the remaining 39 cases from 7/07 through 12/07 should have received follow-up by the physician. In December 2007, MDPH began requesting the board of health's assistance for follow-up and completion of a number of case report forms that had not been done by the providers.

PUBLICITY

The clinics are advertised on an on-going basis in the *Salem Evening News*, *Tritown Transcript*, *Lawrence Eagle Tribune, Boston Globe* North Weekly Section, and Boxford Council on Aging Newsletter. Information is also dispersed at Health Fairs and in internal publications such as patient admission folders, which allows for additional referral sources. Clinic schedules are listed on our

web site ***www.vnacarenetwork.org***. Postings on other websites are made through state of the art technology.

Submitted by:

Maureen Sendrowski, R.N., M.P.H.
VNA Care Network
Manager, Preventive Health
5 Federal Street
Danvers, MA 01923
1-888-663-3688 ext. 5603

PLANNING & ENVIRONMENTAL PROTECTION

Community Preservation Committee

Conservation Commission

Boxford Land Committee

Planning Board

Tree Warden

Zoning Board of Appeals

Agricultural Commission

Lakes, Ponds & Streams Committee

Open Space & Recreation Plan Committee

THE COMMUNITY PRESERVATION ACT COMMITTEE

The Community Preservation Act (CPA) allows communities in Massachusetts to establish a fund that may be spent for certain open space, recreational, historic resource and affordable housing purposes. CPA funds are raised through a local property tax surcharge coupled with matching funds from the state. In May 2001, the voters of Boxford adopted the CPA, approving a 3% surcharge on most property taxes paid by town residents.

In 2007, Boxford received another round of matching funds from the state. Our grant of $483,256 was equal to 100% of the amount we collected locally in Fiscal Year 2007 through the 3% surcharge.

Boxford's nine-member Community Preservation Committee (CPC) has been working over the last year to make the best use of our growing CPA funds. Here are some of the 2007 highlights:

Open Space Land Acquisition
Town Meeting appropriated funding of $3,300,000 to acquire the 75.5-acre Haynes property, and $750,000 to fund the acquisition of the 14.5-acre Cargill Property.

Historical Preservation and Rehabilitation
Town Meeting appropriated the following funds for historic preservation and rehabilitation projects: $698,000 to fund the rehabilitation of Lincoln Hall, $11,500 to fund Phase II of the Town Clerk's project for preservation of historic documents, and $86,000 to fund the Holyoke French House barn rehabilitation.

Community Housing
Adding to Boxford's affordable housing stock continues to be a priority for our community. In 2007 work continued on assessing sites for affordable housing projects, including the recently acquired Haynes property.

Recreation
Town Meeting appropriated $14,000 to fund Phase II of the Borders to Boston/North Recreational Trail effort, and $35,000 to complete funding for the preservation of public tennis courts.

CPC Staff
The CPC has an Administrator, Ross Povenmire, who is also Boxford's Conservation Director. The Administrator position hours and responsibilities are separate from those of the Conservation Director position. The Administrator position will be paid from the CPC's administrative account.

Moderate income Senior Citizens and low-income households in Boxford may be eligible for an exemption from their Community Preservation Act tax surcharge,

if they meet certain criteria. Please contact the Boxford Assessors' office at 978-887-6000 ext. 141.

Boxford's CPC is always looking for public input on potential projects; please contact the committee through the Boxford Board of Selectmen's office.

The Committee:
Peter Delaney, Chair, Boxford Housing Partnership Committee representative
Barbara Jessel, At Large member
Neil Olansky, At Large member
Barbara Shade, At Large member
F. Richard Shaw, At Large member
Peter Richards, Conservation Commission representative
Virginia Havey, Historic Districts Commission representative
Steve Merriam, Planning Board representative
Marsha Blythe Brown, Recreation Committee representative

CONSERVATION COMMISSION

The Boxford Conservation Commission is composed of seven volunteer members appointed by the Board of Selectmen for renewable three-year terms, and is supported by a full-time Director and a part-time Assistant Administrator. There are also two non-voting associate volunteer members of the Commission who serve as liaisons to other boards or committees.

The Commission holds public meetings on the first and third Thursdays of each month, or as otherwise announced. Meetings normally begin at 7:30 p.m. The Commission's office is located at Town Hall, 7A Spofford Road, Boxford, MA 01921, and the telephone number is (978) 887-6000, extension 506.

The Commission has a primary role in administering the following statutes and regulations:

- Massachusetts Wetlands Protection Act, M.G.L. Chapter 131, Section 40;
- Massachusetts Wetlands Protection Act Regulations at 310 CMR 10.00;
- Town of Boxford Wetlands Protection Bylaw, Town Code Chapter 192; and
- Boxford Wetlands Protection Bylaw Regulations at Town Code Chapter 375.
- Boxford Stormwater Management Bylaw, Town Code Chapter 160
- Boxford Stormwater Management Bylaw Regulations, adopted September 20, 2007, but not yet codified

The Conservation Commission administers several types of permit review processes under the Massachusetts Wetlands Protection Act and the Town of Boxford Wetlands Protection Bylaw. Most projects involving proposed disturbance within a wetland resource area, associated Buffer Zone, or Riverfront Area will require the filing by the project sponsor of a Notice of Intent (NOI). This process involves a comprehensive review of potential project impacts to protected areas, and eventually results in the issuance by the Conservation Commission of an Order of Conditions or an Order of Denial. An Abbreviated Notice of Resource Area Delineation (ANRAD), for review of wetland resource areas, is generally utilized for large tracts of undeveloped land, and results in an Order of Resource Area Delineation. Applicants proposing projects with limited potential impact may be advised to submit a Request for a Determination of Applicability (RDA). The RDA process is generally less demanding upon the applicant than the NOI process. Projects with insignificant potential impacts may be reviewed under a Determination of Negligible Impact (DNI).

The Commission is also involved, in coordination with other governmental bodies, in numerous other regulatory activities including the following:

- Management of conservation properties in Boxford;
- Stormwater Management under the National Pollutant Discharge Elimination System Permit (NPDES) "Phase II" program;

- Administration of the Massachusetts Public Waterfront Act, M.G.L. Chapter 91 and associated Public Waterfront Act Regulations at 310 CMR. 9.00;
- Review and comment on forest land and agricultural land purchase options under M.G.L. Chapters 61 and 61A;
- Review and comment on housing development plans under M.G.L. Chapter 40B;
- Review and comment on forest management plans under M.G.L. Chapter 132; and
- Review and permitting of beaver activity controls in Wetlands Resource Areas under M.G.L. Chapter 131.

In addition to the statutes and regulations listed above, the Conservation Staff reviews permit applications received by the Planning, Building Inspection, and Public Health offices as part of an internal review process to determine if the proposed activity involves matters within the jurisdiction of the Conservation Commission. In many cases, this "sign-off" process involves a visit to the site to ascertain whether jurisdictional areas are present.

Regulatory Activities in 2007

In 2007 the Boxford Conservation Commission experienced a sustained workload compared with year 2005 and 2006. The combined total of the number of Orders of Conditions or Denial, Amended Orders of Conditions, and Orders of Resource Area Delineations has steadily increased in recent years, with a total of 39 in 2005, 40 in 2006, and 45 in 2007. The number of Determinations of Applicability (DoA) declined from 2006 levels.

Summary of Determination, Permit and Enforcement Activity

2003	2004	2005	2006	2007	Type of Activity
30	32	25	35	39	Orders of Conditions or Denial Issued
1	7	13	3	4	Amended Orders of Conditions Issued
2	2	1	2	2	Orders of Resource Area Delineation Issued
17	16	21	16	13	Determinations of Applicability Issued
11	18	21	19	12	Determinations of Negligible Impact Issued
51	24	15	34	36	Certificates of Compliance Issued
9	13	8	9	10	Permit Extensions Issued
12	12	3	3	1	Violation Notices Issued
5	9	6	12	6	Enforcement Orders Issued
6	3	2	2	3	Tickets Issued
*	8	4	1	1	Emergency Certification - Beaver Related
*	7	3	4	10	Emergency Certification - Non Beaver Related

* No record for prior years

In 2007, the Conservation Office continued its leading role on the Town's Stormwater Advisory Committee (SAC), and worked with the Town's new Superintendent of Public Works, John Dold, to develop an appropriate response to the annual report requirement contained in the Town's "Phase II" National Pollutant Discharge Elimination System (NPDES) permit.

The Conservation Commission adopted Stormwater Management Bylaw Regulations on September 6, 2007, as authorized under the Stormwater Management Bylaw adopted at Town Meeting in May, 2006 and codified at Boxford Town Code, Ch. 160.

Conservation Management Activities in 2007

The Conservation Commission is directly responsible for the management of 806 acres of Town-owned conservation land in Boxford, as well as an additional 70 acres of privately owned land upon which the Town holds conservation restrictions. The Commission manages these open spaces and conservation properties with significant volunteer assistance from the Boxford Trails Association/Boxford Open Land Trust (BTA/BOLT), for which the Conservation Office is tremendously grateful.

The Boxford Conservation Office prepared a successful Self-Help Grant application for the purchase of Cargill Fields, a 14.5-acre parcel located at the intersection of Main Street and Middleton Road with significant frontage on Fish Brook. The Town acquired the parcel in the fall of 2007.

In 2007 the Conservation Office permitted and oversaw the construction of repairs to the Lockwood Dam, located just north of Lockwood Road.

The management of selected conservation areas as agricultural land continued on parcels known as Haynes Field, Peabody Field, Mill Brook Farm Field, Hovey's Pond Meadow, and Witch Hollow Farm Field. Licenses were issued in 2007 to Pieter Muntendam to use the Mill Brook Farm Field and Peabody Field for cow pasture. A license was issued in 2007 to Larry Morris to continue the use of Witch Hollow Farms Field for ground nesting bird habitat. A license was issued to Tom Price to grow crops on Hoveys Pond Meadow. All licenses issued in 2007 expired on December 31, 2007. Extensive discussions with the Boxford Agricultural Committee were held in 2007 to determine how best to proceed with issuing agricultural licenses in 2008.

The Conservation Office continued to provide staff support to the recently formed Lakes, Ponds and Streams Committee (see separate report from this committee elsewhere in this Annual Report).

Conservation Commissioners and Staff

In July 2007, the Board of Selectmen reappointed Pat Morris and Peter Richards as members of the Commission, each for a term of three years. Julia Mathews,

elected Chair of the Commission in 2006, resigned from the Commission due to her family's move away from Boxford, and was replaced by Ted Riter on October 18, 2007. Paul R. French was sworn in as a new member of the Conservation Commission on December 3, 2007 to fill the remainder of Julia Mathew's term. Robert Ford and Walter McPartlin were reappointed by the Commission as Associate Members, each for a term of one year. Peter Delaney was appointed an associate member of the Conservation Commission, and was also appointed Conservation Commission liaison to the Land Committee.

Commission members devote numerous volunteer hours in the review of proposed projects, site visits, meetings, training, and attendance at conferences, including the fall and spring MACC Conferences. Several Commission members also have joint appointments on other Town boards. Joint appointments include Peter Richards on the Community Preservation Committee and Ted Riter on the Boxford Housing Partnership.

The Conservation Office staff consists of Ross Povenmire as Director of Conservation, and an Assistant Conservation Administrator. Ross is an attorney and a licensed landscape architect. He has a Master's Degree in Forestry and years of experience in environmental consulting and regulatory work. He is a past member of the City of Haverhill Conservation Commission. Kathleen Legere resigned her position as Assistant Conservation Administrator on November 1, 2007 to take a job in the private sector. Efforts to hire a replacement for Kathleen continued through the end of 2007.

Special thanks go out again to Jane Coe for her 21st year(!) of outstanding service to the Commission as Minutes Secretary.

Conservation Commission members (term ends): Ted Riter, Chair (6-30-09); Lana Spillman, Vice-Chair (6-30-09); Frank DiLuna (6-30-08), Harry Reifel (6-30-09), Pat Morris (6-30-10), Peter Richards (6-30-10), Paul R. French (6-30-09).

Associate Conservation Commission members (term ends): Robert Ford, liaison to the Planning Board (8-18-07), Walter McPartlin, liaison to the Lakes, Ponds and Streams Committee (5-5-07), Peter Delaney, Liaison to the Land Committee (6-7-2008)

BOXFORD LAND COMMITTEE

The Land Committee consists of five members: one from the Conservation Commission, one from the Planning Board, one from the Finance Committee, and two Members at Large. Our charge is to categorize and prioritize parcels of land for open space, conservation, active recreation, and municipal needs, conforming to the Master Plan and the Open Space Plan whenever possible.

At the May 2007 town meeting the Land Committee acquired the Cargill property consisting of 14 acres (+/-) from Bill and Alicia Cargill with funding from the Community Preservation Act. The Community Preservation Committee administrator Ross Povenmire successfully applied for and received a grant from the Massachusetts Self-Help Grant Program in excess of 50% of the purchase price. This purchase helps preserve our water resources and part of Boxford's rich agricultural heritage

At the October 2007 town meeting the Land Committee acquired the Haynes property consisting of 75 acres (+/-) from the Elmlea Partnership Trust. Members of the committee spent quite some time negotiating with the Haynes family to acquire 75 acres (+/-). Funding for this project came from the Community Preservation Act making this the first multi use parcel for Recreation, Open Space, Community Housing and Historic Preservation. This will lead to the creation of athletic fields that will fit the Recreation Committee's present and future needs, Open Space for the protection of our water resources and trail network, Community Housing for the benefit of our children and employees of the town. The Land committee appreciates the work of the various committees and thanks the citizens of Boxford who helped make these wonderful acquisitions. The Land committee will also assist the members of the Open Space and Master Plan committees with prioritizing parcels for protection.

For 2008 the Committee will meet on the second Wednesday of each month at the Town Hall. This upcoming year the Committee hopes to focus on municipal needs and work with other town committees to determine how best to meet the long and short term needs of the town.

Current members;

Peter Delaney, Chairman
Robert Gore
Peter Bernardin
Natasha Grigg
Stuart Saginor

PLANNING BOARD

Approvals Not Required

The Board reviewed 12 applications under the process of "Approval Not Required" (ANR) dealing with lot line changes and new lot creations. Four new lots were created and the remaining applications were for lot line changes. The Board denied three ANR plans.

The ANR process allows for all lots with sufficient frontage on existing roads and which meet other conditions under the zoning bylaws to be approved without having to go through the subdivision approval process.

The total number of lots created through the ANR process was 4 compared to 1 lot in 2006 and 1 lot created in 2005.

Subdivision Activity

The Planning Board reviewed one subdivision concept plan and 1 submission for Definitive Subdivision in 2007. The subdivision was withdrawn so no new lots were created. There were 6 new subdivision lots added in 2006 and none were created in 2005 and 2004.

Scenic Roads

The Town voted many years ago to designate all roads in Boxford, except for numbered highways, as scenic roads. This allows the Planning Board to regulate tree cutting and the removal/alteration of stonewalls on land that is the Town's right-of-way, helping to preserve the Town's rural appearance. Violations result in the application of a fine of $250 per tree or stonewall removed and require tree planting or stonewall repair in lieu of the fine. In general stone wall maintenance is exempt from the hearing process, but the Board does wish to be notified if you are planning maintenance work.

Seven scenic road hearings were held for tree cutting and/or stonewall modification in 2006. Two hearing applications were withdrawn. This compares to 6 public hearings in 2005 and 4 hearings in 2004. Two enforcement orders were issued and were successfully completed.

Zoning Board of Appeals

The Town's Zoning Bylaw requires that the Planning Board make a recommendation to the Zoning Board of Appeals (ZBA) for each appeal, application, or petition that comes before them. In order to represent the Planning Board's recommended position on the matter, the Planning Board assigns a liaison to sit as a non-voting member during the ZBA hearings. The Planning Board reviewed a total of 22 ZBA cases in 2007, compared to 26 cases in 2006 and 25 cases in 2005. One case was not given a positive recommendation.

Street Acceptances

One street was recommended for approval at Town Meeting this year. Haynes Road was approved by the voters.

Other Activities
The Board began working on the Boxford Master Plan that will guide the Town for the next 10 years. At a very early meeting the Board appointed a Steering Committee to develop the plan. There were 2 Planning Board members on the Committee and the remaining members were interested citizens. The Committee met twice a month for most of the year and completed a final draft in October. The Plan is now under public review and the Plan will be finalized in the beginning of 2008.

The Board spent a great deal of energy working on three revisions to the Zoning Bylaw that were considered at Town Meetings this year.

The Planning Board prepared and submitted a Commonwealth Capital application on behalf of the Town of Boxford. This application will establish Boxford's chances for successfully gaining grants from the Commonwealth.

The Board also considered a revision to the DPW standard for guard rails that will be used throughout the Town.

Board Membership
Boxford is a town of volunteers; many serve and few are paid. Accepting a role in Town government is not a modest undertaking and we are proud to present each member and their committee assignments. The Board welcomed its newest member, Pat Canonica.

Bob Gore	Chairman, Boxford Land Committee Representative
Holly Langer	Subdivision Committee, Master Plan Steering Committee
Ellen Nestervich	Clerk
Joseph Hill	Boxford Housing Partnership Committee, ZBA Alternate
Pat Canonica.	ZBA liaison
Bob Ford	Conservation Commission liaison
Steve Merriam	Community Preservation Committee Representative, Master Plan Steering Committee

Respectfully submitted,
Robert C. Gore, Chairman

BOXFORD TREE WARDEN

This past year has seen a lot of progress toward enhancing Boxford's community forest.

- Our annual Arbor Day ceremony was held on March 29, 2007.
- I was very pleased to announce that Boxford has received its second Tree City USA award.
- Boy Scout Troop 51 was again available to assist with the ceremony. The scouts were led by Jake London who used the ceremony as a part of his requirements to obtain his Eagle Scout award.
- Jake also led the scouts to plant 18 trees at four intersections and traffic islands.
- Trees were planted this year at the islands at Killam Hill Road at Kelsey Road, Killam Hill Road at Ipswich Road, Killam Hill Road at School Street, and Willow Street at Spofford Road. All of these planting projects were done in cooperation with the Boxford DPW paving projects.
- This summer the scouts also built a stone wall along Killam Hill Road at the School Street entrance to help reduce traffic problems, protect the trees, and improve the aesthetics of this area.

Also this year, the DPW's new brush mower continued work on all of Boxford's roadsides. The primary focus was to mow down the brush and small trees (up to 4" diameter) between the edge of the shoulder and the stone walls. Progress has been slow as the operator is being very careful to work around the trees to be saved. So far, all of the main streets in Boxford have been treated once and several are receiving a second cutting.

Approximately 50 large trees were removed that were either dead or endangering the public way. Most of them were removed by a contractor working for National Grid. The contractor removed trees that had the potential to endanger the utility lines. Numerous small trees under the power lines were also removed at the ground level by the National Grid contractors. This was in keeping with Town of Boxford policy to remove all trees under the overhead power lines, if those trees would grow into the wires and cause future problems.

The results of the brush mowing and line trimming process have resulted in many calls of support from Town residents for the efforts to improve sight distance problems caused by overgrown trees and shrubs. This effort has also produce a noticeable improvement in the beauty of Boxford's streets and stone walls.

The 2007 Fall Town Meeting appropriated $25,000 for the first of several years to conduct a major tree trimming effort on all of Boxford's public ways. The appropriation stipulated that the work be done on streets that have been recently trimmed by National Grid and the DPW brush mower. This will allow the contractor to trim the remaining Town trees in a very efficient manner.

Respectfully submitted,
Leonard Phillips, Boxford Tree Warden

ZONING BOARD OF APPEALS

The Zoning Board of Appeals heard 18 new petitions in 2007 and 6 continued hearings from 2006. Their case load was down 18 new hearings over the prior year of 2006. The applications that were filed with the Board represented 15 special permits, 2 appeals and 1 remand from an appeal.

Of the 15 special permits, 14 were granted and 1 is still pending before the Board.

Of the 2 appeals of the Building Inspector one was overturned and one was withdrawn without prejudice.

There is one remand from the courts of an appeal and it is currently still pending with the Board.

In addition to regular petitions received in 2007 there were 6 cases continued from last year to still be heard at regular meetings. There were 4 special permits (3 granted and 1 withdrawn without prejudice). There was 1 appeal (which was upheld) and 1 variance (which was withdrawn without prejudice).

2007 turned out to be a less active year for the Zoning Board of Appeals after many years of heavy case loads. The cases were 50% of what had been filed for new petitions in 2006. Part of the reason for this is probably due to economic factors. Whether or not we are entering a recession, it appears that the building market has cooled and therefore there has been less controversy surrounding zoning issues.

The matter of Penna/Ontell which was an appeal carried over from a 2006 hearing should be adjudicated at the beginning of 2008.

The matter of Ingaldsby Farm was remanded from the courts after approximately ten years in the court system. The judge was clear that the sitting board in 1998 did not make a proper finding of fact and charged the Board to obtain new evidence supporting the 25% rule. Back in 1998 the farm stand had to produce 50% of its crop it sold on premises and that has been amended to 25%. Voluminous amounts of new evidence has been received and reviewed by the board and Town Counsel. The matter will be back before the Board in February 2008 and the Board hopes to reach a conclusion to this case and close evidence and rule. Many of the same issues are being challenged but the bakery has come under close scrutiny as to whether or not a restaurant exists or it is simply quintessential to a farm stands operation.

As in past years, the Board met outside its normal once a month meeting to accommodate petitioners holding ten special meetings of which three involved Ingaldsby Farm Stand and 3 were site walks. The Board continues to enjoy its 6:30 PM call to orders as it allows the Board additional time to handle minutes and other housekeeping issues. With the case load down in 2007 and not as

much controversy surrounding cases as there was in 2006 the average meeting time was held to 2.5 hours.

The Board is proud of its records in the court system. To recap prior years cases, the Board was upheld by the court on Amberwood v. Cargill et al. and Arnone v. Cargill et al was also upheld by the courts. This case was challenging a claim of a constructive grant of a variance and the courts ruling was that the Zoning Board did not err in its practices. Tanner v. Cargill et al was successfully defended and closed with a verdict in favor of the Zoning Boards decision. The Appeals Court in that decision upheld the lower court's decision in favor of the town. Unfortunately litigation continues to plague the Board on high profile cases but the townspeople should be confident that the Board will continue to uphold the towns' by-laws to the best of its ability.

As chairman for the last 8 years I am honored to serve with my fellow board members. They are dedicated people who unselfishly give of themselves their time and effort to preserve the Boxford we have all grown to love. At their July 2007 meeting a roll call was taken for the slate of officers for the 2008 fiscal year. Members voted in to serve the Board were as follows: William R. Cargill, Jr. Chairman; Paula Lia Fitzsimmons, Vice Chairman and Robert W. Conroy, Clerk. Richard Corsetti, Kathleen O'Sullivan-Fortin and K. Erin Hohmann continue to serve as alternates.

With the recent purchase of the Haynes land it is anticipated that the Board will be seeing potential site plan reviews for the use of that land. The zoning landscape for the town is constantly evolving and will continue to do so. Coming out of a very active real estate market from 2002 to 2006 no one could have predicted the slowdown that we have seen in the last 18 months. Nonetheless the Board holds firm its commitment to uphold the integrity of the office and zoning bylaws that the town has appointed us to be stewards of. We as citizens and stewards of the Town of Boxford appreciate the confidence you hold in us.

Respectfully submitted,

William R. Cargill, Jr., Chairman
Paula Lia Fitzsimmons, Vice Chairman
Robert W. Conroy, Clerk

Alternate Members:
K. Erin Hohmann
Richard Corsetti
Kathleen O'Sullivan-Fortin

BOXFORD AGRICULTURAL COMMISSION

In May of 2006, Boxford voters came out in support of preserving the Town's agricultural heritage and rural charm by passing the "Right-To-Farm Bylaw". The bylaw requires the policy of the community to be published and disclosed to the public. The bylaw's purpose is two fold: a restatement of agricultural rights enjoyed by farmers across the state; and a disclosure of farming activities that may occur within the Town of Boxford. The Bylaw reads:

> "It is the policy of this community to conserve, protect and encourage the maintenance and improvement of agricultural land for the production of food, and other agricultural products, and also for its natural and ecological value. This disclosure notification is to inform buyers or occupants that the property they are about to acquire or occupy lies within a town where farming activities may occur. Such farming activities may include, but are not limited to, activities that cause noise, dust and odors. Buyers or occupants are also informed that the location of property within the Town may be impacted by recreational and commercial agricultural operations including the ability to access water services for such property under certain circumstances."
>
> "Buyers or occupants should also note that the Town of Boxford owns extensive parcels of land that may be used for recreational and agricultural purpose. In addition, an extensive trail network on public and private lands exists and connects to most of these Town owned parcels."
>
> "The Town of Boxford is supportive of farming, dedicated to the preservation of open space, and ardent in preserving its rural charm for future generations."

The Boxford Agricultural Commission began its 2007 year with a debate concerning licenses issued to use Town owned land regulated by the Conservation Commission. Previously licenses were issued in varying manners. The Agricultural and Conservation Commissions have worked together to define a new and evolving process. The Agricultural Commission's role has been as an advisory one, with following recommendations:

A. Begin the application process in Nov-Dec, by advertising parcels;
B. Request applicants detail plans for use, including but not limited to like kind improvements, retaining receipts for such improvements, farming practices or farm plans, pedestrian or trail access and more;
C. Allow the Agricultural Commission to review applicant's plans to assist both applicant and the Conservation Commission;
D. Hold open and advertised meetings with applicants and members of the public;
E. Make license decision by February so farmers have maximum planning and growing time.

The goal is to make the application process equitable for all and insuring sustainable agriculture, using soil tests and other NRCS information tailored to the use of information to the needs of the specific parcel, while maintaining the agricultural viability and value of the parcel for the Town.

The Agricultural Commission is working with the "the Natural Resources Conservation Service (NRCS) for farm plans to improve and protect the Town's soil, water and other natural resources." The Agricultural Commission is compiling scientific information for all available parcels of Town owned land for licensing and to ensure the NRCS guidelines are respected in the use of the land. Several Plans will be completed in the spring of 2008.

Throughout the year, members of the Agricultural Commission participated in activities including the Ten Year Master Plan process and the purchase of Cargill Field. Members provided valuable information to the Master Plan Committee to demonstrating that preservation of land in Town reduced the tax burden on the community and increasing our values.

Another project of a continuing nature is the discussion of Community Supported Agriculture (CSA) program in Boxford. The Commission has spoken to several local farmers for input regarding the CSA.

August and September became involved in revising Boxford's Farm Stand zoning bylaw to be in compliance with the State statute. The process and was initiated too late in for the Special Fall Town Meeting. A version was reviewed by Town Counsel but insufficient time remained for proper hearings before Town Meeting. The Commission decided to pass over this warrant article until the Spring Town Meeting of 2008.

In October, the Boxford Agricultural Commission participated in a statewide Workshop for Central and Northeast Region Agricultural Commissions. Three of our members and two of our associate members attended. The workshop was very professional and informative.

December found the Commission reflecting on the need to preserve the agricultural integrity of Town owned lands as it may be a future revenue source and is vital to the Town's motto *"dedicated to the preservation of its rural charm"*.

In addition, several members of the Boxford Agricultural Commission are extremely involved with many levels of Agricultural activities both professionally and charitably. These members are in ongoing relationships with many groups and have been called to assist in presentations, assist in the formation process of new agricultural activities, represent land owner or community concerns, to hold board positions and more. State agencies, such as MDAR, Mass Ag in the Classroom; Federal agencies such as USDA's Farm Services Program; farming

associations such as Farm Bureau, American Farm Land Trust and more, have established connections with Boxford Agricultural Commissioners. The varied knowledge bases from these mentioned associations enable the Boxford Agricultural Commission to evolve and gain valuable agricultural, educational, environmental, and legal information at the local, state and national levels.

Sincerely,

Randolph Johnson, Chair,
Laura Grabski, Vice Chair
Gordon Price
Michael Smolak
Louis Athanas

LAKES, PONDS & STREAMS COMMITTEE

The Lakes Ponds and Streams Committee is an ad-hoc committee whose seven volunteer members are appointed by the Board of Selectmen to staggered two-year terms. The Lakes Ponds and Streams Committee has no independent regulatory or spending authority; its main purpose is to assist the Conservation Commission and the Selectmen in the management of Boxford's lakes, ponds and streams. The Committee is charged with identifying lake, pond and stream management issues for public discussion and study, such as: lake and pond drawdown, minimum discharge stream flow, management of invasive species, nutrient inputs, regulations relating to the use of lakes ponds and/or streams, beaver control, beach management, and public access. Other committee objectives include: the coordination of public outreach and education regarding lake, pond and stream issues, and to report to the Conservation Commission and Board of Selectmen with its findings and recommendations regarding such issues.

The Committee holds public meetings on the first Monday of each month or otherwise announced. Meetings normally begin at 7:00 p.m. The Committee works out of the Conservation Commission office which is located at Town Hall, 7A Spofford Road, Boxford, MA 01921, and the telephone number is (978) 887-6000, extension 506.

Committee Activities in 2007

The Lakes, Ponds and Streams Committee continued its efforts throughout 2007 to sample water quality in various ponds using the sample test kits purchased in 2006. In addition, stream flow data was collected from various points along Fish Brook. The water quality sampling plan was originally created in a 1994 study of the Ponds in Town by K-V Associates Inc. This original plan has been adjusted by the Lakes Ponds and Streams committee to include more sampling points and additional ponds. The Committee plans to sample the water quality of the ponds in town with the help of pond stewards and compare the new data with the 1994 data. The water quality trends will then be presented to the citizens of the Town of Boxford.

Future Committee Plans

The Lakes, Ponds and Streams Committee plans to continue holding Pond-of-the Month Forums until community members have had the opportunity to share their concerns about all of Boxford's ponds. As a result of this effort, the committee hopes to develop lasting pond and stream stewardship programs.

Lakes, Ponds, and Streams Committee members: Brooks Tingle; Grant Anderson; David Tyler; Peter Morbeck; Walter McPartlin; Ken Rohr; Dennis Whittemore. Walter McPartlin serves as the liaison to the Conservation Commission, and Dennis Whittemore serves as a liaison to the Land Committee.

OPEN SPACE & RECREATION PLAN COMMITTEE

The Open Space and Recreation Plan Committee is an ad-hoc committee whose six volunteer members are appointed by the Board of Selectmen to one-year terms. The committee has no independent regulatory or spending authority; its main purpose is to prepare an Open Space and Recreation Plan report for the town in accordance with the requirements of the Massachusetts Division of Conservation Services (DCS). The town has an existing plan prepared in 2001; however, the DCS considers each plan to be valid for a period of five years. Therefore, the committee was charged with updating the outdated plan. Responsibilities involved in updating the plan included preparing and tabulating a survey sent to all households in town, reviewing the town's existing passive and active recreational resources and identifying critical parcels for the town to consider for purchase. Other committee objectives include the preparation of a five-year action plan to address the town's anticipated needs for additional open space and recreational resources. Preparation of an approved Open Space and Recreation Plan allows the town to apply for grants from the DCS and federal government for the purchase of open space for both conservation and recreational purposes.

The committee held biweekly meetings from January 2007 until mid-July 2007; all of the committee's meetings were posted and open to the general public. Technical assistance for the preparation of the required maps for the report was provided by the Merrimac Valley Planning Commission (MVPC). The draft report was finished in July 2007 and subsequently submitted to the DCS for comment and review. Simultaneously, copies of the draft plan were sent to the Board of Selectman, Board of Health, Planning Board, Conservation Commission, Recreation Committee, Agricultural Committee, MVPC, Essex County Greenbelt and Ipswich River Watershed Association (IRWA) for review. Copies were also made available in the town's libraries and online at the town's website as a PDF file. The deadline for submission of comments to the draft report was January 2008.

Future Committee Plans

The committee received written comments to the plan from the DCS, MVPC, IRWA, several town boards and a number of interested citizens. These comments will be reviewed and addressed to finalize the report. It is anticipated that the report will be finished by June 2008. Upon review, the DCS conditionally approved the draft plan in November 2007; the plan will be considered valid until five years from that date.

Open Space and Recreation Committee members include Grant Anderson, Bonni Theriault, Bill Brown, Paula Fitzsimmons, Amy Hourihan and Peter Richards.

COMMUNITY SERVICES

Boxford Cultural Arts Council

Boxford Bay Circuit Program Committee

Council on Aging

Friends of the Ackerman Playground Committee

Boxford Historic Districts/
Historical Commission

Recreation Committee

Recycling Committee

Veterans' Graves Officer

Veterans' Services

CULTURAL ARTS COUNCIL

Arts, sciences and humanities build healthier, more livable communities. They are essential to a strong education system. The Boxford Cultural Council endeavors to support the arts in and around Boxford. Our preference is to make grants that benefit the Town of Boxford and the surrounding towns. Our primary objective is to develop and fund projects that involve an educational or teaching component. We strongly encourage educational organizations to consider applying for grant funds.

During 2007 the Council provided support for many different cultural activities including Cultural Programs at Town Library, Northshore Youth Symphony Orchestra, Merrimack Valley Philharmonic Society, New England Light Opera, Italian Neapolitan Folk Music, and the 8th Annual Boxford Music Festival. For more information about the council visit our web site www.boxfordculturalcouncil.org. Boxford residents interested in the arts are encouraged to learn more about council activities and attend one of our monthly meetings.

Mark Balding, Chair
Bradley Sweet
Lucia Clark
Cherie Hoyt
Amy Antonucci
Thomas Bailey
Lynn Afrow-Ellis

BOXFORD BAY CIRCUIT PROGRAM COMMITTEE

Local

The Bay Circuit Trail is a 210 mile necklace connecting the pearls of protected open spaces. In Boxford, the Bay Circuit trail connects Boxford State Forest, Essex County Greenbelt properties, the Phillips Wildlife Sanctuary, Lockwood Forest, (side trail to the 100 Acre Woods), Boxford Village Historic District, historic ancient way – Chapman Way, Round Top Park, Kelsey Arboretum, Georgetown-Rowley State Forest, and Cleaveland Farm State Forest

The Boxford Bay Circuit Program Committee updated the trail markings on more than half the BCT in Boxford and forged a new trail in Cleaveland Farms State Forest which serves as a bypass to the G-RSF while the Mill Bridge is out (from beavers). The committee maintains and marks the BCT in cooperation with TMAC (Trail Maintenance Advisory Committee). Alan French and TMAC members have checked the BCT in Boxford and complimented us on our clear markings. The committee plans to finish checking and marking the BCT this spring as soon as the weather permits.

A side trail from the BCT was cleared this summer and leads to Lowe Pond. This access to Lowe Pond is between Chapman Lane and Round Top Park off of the connecting Campground Road. This is a Town owned property that was provided by the Round Top subdivision, formally part of the Kelsey nursery and prior to that, the training ground for troops going to the Civil War and World War I.

The beavers were stopped from some of their dam building because of the dry summer. It was a pleasure to walk the Bay Circuit trail across the decaying bridge at Mill River in Rowley this summer. But the committee is sure that the beavers will return. The bridge repair-building project at Mill River as described in the 2006 annual report is on hold.

The Bay Circuit Alliance

This Boxford Bay Circuit Program Committee is a voting member of the Bay Circuit Alliance. Individuals can support the Bay Circuit Alliance by becoming a member for $30. Dues & grants support the Bay Circuit Alliance operations. The BCA's office is at 3 Railroad St. Andover, Mass. 01810. The BCA can be contacted by phone - (978) 470-1982; e-mail - baycircuit@juno.com; or Internet - www.baycircuit.org.

Chairman Alan French reported on gap closings at the Bay Circuit Alliance annual meeting. The towns of Hanson and Easton dedicated sections of the BCT that closed that gap. Dedicating other gap sections of the BCT are nearing closure.

The Bay Circuit Alliance annual meeting was held on Saturday, December 8, 2006 at the Sudbury Valley Trustees facility at 18 Wolbach Road, Sudbury. Andrew Plucinski and Nancy Merrill attended.

The Boxford Bay Circuit Program Committee met on Monday afternoons at the Boxford Town Hall on the first Monday of each month. Notices of these meetings are on the bulletin board at the Town Clerk's office.

Respectively submitted,

Nancy Merrill – Chair
Alison Chase
Steve Davis
Natasha Grigg,
Bev Ingalls
Andrew Plucinski
Ted Riter

COUNCIL ON AGING

The Council on Aging's mission is to improve the quality of life and encourage maximum independence for older adults by meeting their health, economic, social and cultural needs. Our goal is to keep residents in their own home and active members of the community for as long as possible, by assisting our older residents and their families through our own resources and those of other agencies.

To achieve our mission, the COA provides Boxford seniors with services and help in areas ranging from health clinics, fitness activities, and Medicare assistance to weekly luncheons and delivery of meals to seniors at home by Meals-on-Wheels. Our daily and weekly activities at the Community Center continued to grow in 2007 with the addition of programs including NIA exercise and a balance class. We placed our new van into service this year and we can now offer transport for seniors to COA events and around the area for shopping, entertainment, and other activities.

New activities and a growing number of seniors in Boxford also led to a serious space crunch at the Community Center. More seniors are remaining in Boxford after retirement and the 'baby boomer' generation is now reaching its senior years and will add a growing number of seniors using COA services in the next 10 years. As a result, if the COA is to serve increased numbers of seniors with continuing, quality programs, we need more room. We also see the need for new programs, such as Adult Day Care and increased exercise and fitness resources for the new generation of seniors joining us.

As a result of these needs, during the past year the COA Board has taken a good look at our present as well as future space needs. At present we do not have adequate office, storage or room to add additional activities or allow for greater participation in many events.

As the result of our conclusions on space needs, the COA asked the Selectmen to form a Building Committee to explore an addition to the present facility, a new facility, or a facility in combination with another town group. As a result, the Community Center Study Committee was commissioned by the Selectmen to carry out this study and was awarded $25,000 at the Fall 2007 Town Meeting to hire an architect for looking at various expansion options. The Committee expects to complete its study this spring.

No report from the COA would be complete without a tremendous thank you to the Friends of the Council on Aging and to our many volunteers. Without you this organization could not maintain the present level of service it provides. During the past year volunteers devoted over 4800 hours to the Council on Aging.

The following are statistics from our Annual Report to the Executive Office of Elder Affairs for fiscal year 2007.

	UNITS OF SERVICE
General Information Services	17,260
Case Management	132
Client Finding (new contacts)	136
Client Support	78
Client Un-met Needs	7
Health Benefits Counseling	92
Income Tax Assistance	39
Tax Abatement Assistance	4
Misc. Form Assistance	168
Friendly Visiting	460
Durable Medical Equipment	143
Community Education	362
Congregate Meals	2,596
Cultural	496
Emergency management	562
Health Screening	200
Home Delivered Meals	4,572
Housing Assistance	6
In Home Services	276
Intergenerational	117
Other Health Services	413
Outreach	3,311
Past Residents	90
Recreation	1,380
Referrals from Agencies	10
Referrals to Agencies	11
Social Events	1,017
Support Group	369
Transportation	143

Respectfully Submitted,

Richard Taylor, Chair

Marge White, Vice-Chair
Carol Patnaude, Secretary
Richard Shaw
Gertrude Freedman
Joan Tarleton

ACKERMAN PLAYGROUND COMMITTEE

The spring and summer of 2007 were busy months for the Friends of the Ackerman Playground Committee. The playground, which was constructed in 1999 by a team of dedicated community volunteers, was in need of some sprucing up. Committee members, with help from some Masco students, pruned, raked, and weeded the grounds. Mulch for the planting beds was freshened, and sand for the sandbox was replenished. A safety audit was conducted in June by a certified playground safety inspector, and once the report was in hand, committee members got busy! With the help of the Boxford DPW, new swings and replacement parts were installed, bolts were tightened and new playground surfacing was added. Big plans are in the works for the spring of 2008. The playground structures will be sanded and sealed, and Masco art students will be freshening and repainting murals on the various structures. The committee decided to remove the trash barrels and become a carry in/carry out park. Signs were ordered articulating the new trash policy and will be installed in the spring.

With the support of the town administrator, town departments, and Boxford community, the Friends of the Ackerman Playground Committee is working toward preserving this wonderful resource for many years to come.

Beckie Lundrigan, Chairperson
Robin Beardsley
Lila Haynes
Christine Hoxha
Meredith Shaw

HISTORIC DISTRICTS COMMISSION

The Boxford Historic Districts Commission was established in 1971. Our jurisdiction is the Boxford Village Historic District and the Howe Village Historic District. We follow the Massachusetts General Law C.40C., the purpose of which is to promote the distinctive characteristics of buildings and historic places, as they relate to and profile the history of the cities and towns of the Commonwealth.

In our continuing effort to make it easier for applicants to apply and go through the process of being granted a Certificate of Appropriateness, we have placed copies of our revised Design Guidelines at the Town Clerk's office and at the libraries. They have also been sent to the real estate offices in Boxford and in the major markets surrounding the towns. The fee for applications for a Certificate of Appropriateness is $10.00, payable to the Town of Boxford.

In 2007 we had hearings that ran the full gambit from temporary signs for various community projects to the construction of a new barn and a new dwelling in the Boxford Village Historic District and a new addition in the Howe Village District.

It is with great regret that we accepted the resignation of Melanie Pearsall who is leaving to pursue a graduate degree in her field. Melanie also served the commission for several years as clerk. We will miss her thoughtful input, especially in relation to additions on historic dwellings and issues in the Howe Village Historic District.

We are looking for volunteers for this commission. There are openings for an attorney. a Howe Village resident or an at-large member. If interested, please call get in touch with one of the members of the commission.

The Historic Districts Commission meets on the fourth Wednesday of every month at 7:30 PM in the Community Center. The purpose of the meetings is to hear and act on requests for Certificates of Appropriateness, Certificates of Non-Applicability or Certificates of Hardship. We encourage and welcome all interested residents and guests to attend.

Respectfully Submitted

Wendy Perkins
Chairman

Members:
Virginia Havey, Vice Chairman
Brian Gregory
Nancy Merrill
Melanie Pearsall, Clerk
Anna Plucinska

BOXFORD HISTORICAL COMMISSION

The Boxford Historical Commission is responsible for overseeing community-wide preservation planning and the overall care of our historic assets. This past year we have been involved in the following projects:

Little Red School House
The Commission has two members on the Board of the Little Red Schoolhouse: Virginia Havey and Wendy Perkins. We are delighted to report that new group of volunteers is attempting to take the restoration project to the next level. They have applied for a second grant from the Essex County Heritage Commission.

Community Preservation Committee.
Virginia Havey represents the Commission on the Community Preservation Committee. The commission voted to continue to support the use of CPA funds for the restoration of Lincoln Hall in West Boxford and for the restoration of the Barn at the Holyoke-French House.

Inventory of Historic Properties
Last year we sent a Request for Proposal out for a Preservation Specialist to inventory our historic properties. Since many of the cities and towns with CPA funds are trying to accomplish the same goal, we will have to wait until there are more specialists available. Another RFP will be sent out in 2008.

Open House & Preservation Awards
In the fall of 2008 the Historic Districts Commission and the Historic Commission will hold an Open House at the annex of the Holyoke-French House. There will be a speaker (TBA) and the 2008 Preservation Awards will be presented.

Respectfully submitted,

Wendy Perkins
Chairman

Members:
Virginia Havey, Vice Chairman
Brian Gregory
Nancy Merrill
Melanie Pearsall, Clerk
Susan Peterson
Anna Plucinska

RECREATION COMMITTEE

The Recreation Committee continued their involvement with several projects that began in the prior year. The first project involved working with the Community Preservation Committee ("CPC") to access Community Preservation Act ("CPA") funds to replace the tennis courts behind the Boxford police station and completing the installation and renovation of the field area behind Spofford Pond School. The second project was the installation of a berm and drainage on the largest field at Chadwick and the final project involves the rails-to-trails project that will connect with surrounding communities and provides a thirty-mile network of trails from Salisbury to Danvers along the former Newburyport Branch right-of-way knows as Borders to Boston.

Recreation Facilities

The Recreation Committee working with the CPC was successful in securing the necessary funds to complete the renovation of the fields behind Spofford School. The renovation of the fields commenced in August of 2006 and was completed by early fall. The renovation entailed the installation of an irrigation system, significant grading and the addition of proper ground materials in order to create two fields. In addition to providing a recess area for Spofford School, the fields will be used principally for two baseball fields, but could be used as a soccer or lacrosse field, if necessary. The fields after being taken out of service in August 2006 were placed back into service to in September 2007. The installation of a backstop and dugouts were completed during this period of time, such that the BAA sponsored a fall baseball program for the first time.

The Recreation Committee received the necessary approvals at town meeting to utilize CPA funds to complete the renovation of the tennis courts behind the police station. Vermont Recreational Surfacing did the work during July and August at a cost of roughly $75,000. The cost to complete the project was reduced by 25 (%) percent, from the prior year estimates, as a result of a more competitive bid process and timing of the project. Town residents beginning in September used the tennis courts and with the proper maintenance should last for another twenty years.

Through the efforts of John Dold, Director of the Boxford DPW, the town received the necessary approvals to secure a permit to install a berm and the necessary drainage to significantly reduce the amount of water that flows onto the largest field at Chadwick The pooling of water on the field results from the water run off associated with Spofford Pond School. This will hopefully result in the field being utilized more during periods of prolonged rain activity. This project was completed by the Boxford DPW.

The Boxford DPW during the spring, summer and fall seasons continues to do a very good job in maintaining, fertilizing and irrigating the fields in an effort to

keep the fields in the best condition possible, given the amount of activity that the fields receive.

The BAA athletic program continues to grow with over 850 children, ranging from 5 to 16 years of age involved in the fall and spring soccer program. The Tri-Town boys and girls winter basketball program has over 900 participants, spring baseball 500 participants; men's summer softball league has 200 participants and girl's softball 150. In addition to the previously mentioned programs, many Boxford children participate in tri-town sponsored programs, such as lacrosse and football.

Due to the increased participation in the various tri-town sponsored athletic programs, MASCO restricting the use of their facilities, and the increased cost of using the MASCO athletic facilities, the Town of Boxford was fortunate to have the opportunity to acquire a large parcel of land that among other proposed uses can accommodate 4-5 athletic fields. The Haynes parcel was acquired by the Town of Boxford in December and subsequently thereafter the Haynes Land Committee was created to address and determine the numerous uses that will be placed on the parcel.

Trails
Due to budgetary constraints, the funds to perform trail maintenance were eliminated from the Recreation Committee budget. A big thank you is due BTA/BOLT, Boxford's land and trails trust whose members contribute to and perform much of the maintenance of the Boxford trail system.

The residents who enjoy Boxford's extensive trail system have BTA/BOLT volunteers and donors to thank for their upkeep. To assist with the heavier trail work, BTA/BOLT has hired Ralph Abruzese, a Boxford native who grew up exploring the Boxford woods and thus acquired a deep love of the land. Ralph has done such a fine job that one might mistakenly think the trails naturally keep themselves in pristine condition.

Memberships and donations to BTA/BOLT's IRS tax-exempt 501c3 organization are always appreciated so that all Boxford children and adults may develop a love of the outdoors through utilization of our well-maintained trail system.

The Boxford trail guidebook, a children's trail/nature activities book, and the Boxford Trail Map are available through BTA/BOLT (978-887-7031), the Boxford Town Hall, and both Boxford Libraries.

(Nancy Merrill, Chairman of the Boxford Trails Association/Boxford Open Land Trust submitted this trails report)

The Boxford Recreational Path Sub-Committee
The Boxford Recreational Path Sub-Committee is proposing creation of an eight+/- foot wide 2.25+/- mile long, multi-use, non-vehicular recreational trail

along the existing electrical utility and former railroad right-of-way located in East Boxford. The trail would commence at the Georgetown/Boxford town line near Camp Denison, run along the right-of-way to Depot Road, continue to Bare Hill Road, go over the Bare Hill Road/ Route 95 bridge, continue to Old Bare Hill Road, Pye Brook Road to the railroad right-of-way, running along the right-of-way, and terminate at the Boxford/Topsfield town line in the Topsfield Pye Brook Recreation Area. Surrounding towns are simultaneously working on the creation and planning of similar pathways that would link with Boxford's pathway to form a contiguous 30+/- mile recreational trail from Salisbury to Danvers along the former Newburyport Branch right-of-way known as Borders to Boston.

The current owner of the right-of-way in Boxford, The National Grid, has identified several issues of concern that must be resolved before the Town of Boxford and other surrounding towns can enter into an agreement to access the right-of-way and utilize it for recreational purposes. These issues include title and encumbrances, personal, property and environmental liability, operation and maintenance, pathway design and construction, and community support.

This sub-committee is under the Boxford Recreation Committee and is responsible for implementing the Boxford section of a rail- trail leading from Newburyport to Danvers, called the Border-to-Boston Trail. The Boxford members attend the regional meetings, which are often held in Boxford. This regional committee is under the auspices of the Essex National Heritage Foundation. Members from the regional committee attend monthly state task force meetings under the leadership of the Massachusetts Highway Department.

In 2007, the Boxford committee completed a legal title search of the variety of owners who hold title to sections of the proposed trail. We are seeking a legal opinion on the various types of easements, which exist on the right of way. The state has completed a feasibility study and is about to embark with us on the next step, the twenty-five percent design study. This 25 (%) percent design study is needed to negotiate with National Grid.

The 2005 survey, designed to gauge the level of community support, was printed in the 2005 Annual Town Report and is on file at the Town Hall.

Border to Boston Event

The Border to Boston event, which took place on October 2l, 2008 was hosted by the eight towns involved in the regional Rails to Trails project. They are Salisbury, Newbury, Newburyport, Georgetown, Boxford, Topsfield, Wenham, and Danvers. The purpose of this event was to celebrate small and large successes over recent years, and to keep momentum for the completion of the thirty-mile trail going strong. Groups of participants hiked or biked part of the trail, and met others at Camp Dennison in Georgetown for the celebration.

The Boxford Recreational Path Sub-Committee members are: Marsha Blythe-Brown, Carole Davis, Steve Davis, Nancy Merrill, Andrew Plucinski, Dennis Whittemore

Camp Steppingstone
Under the direction of John Rowen and in conjunction with the Greater Lawrence Educational Collaborative ("GLEC"), Camp Steppingstone is a summer program for handicapped children. The facility located on Stiles Pond is comprised of several buildings, parking and open space and is leased to GLEC. The GLEC provides most of the resources for on-going maintenance. A plan for an additional camp building has been submitted for approval to Boxford regulatory boards and the construction of a new grey-water disposal system has been approved by Massachusetts DEP and is pending contractor selection.

The GLEC continues to make improvements to the property that have enhanced the value and utility of the property and increased the functional use for our tenants, the Boy Scouts, Girl Scouts and town residents.

Fourth of July Activities
The Fourth of July Parade in conjunction with the BAA sponsored Road Race was a huge success. Thanks to Carrie Peterson, Jon Schwartz and Leo Kraunelis and all of the volunteers for a great turnout and road race. Thanks to all the participants and volunteers that made the event a great success.

Respectfully submitted,

Tom Brown, Chair
Marsha Blythe-Brown
Howie Emmons
Joe Martinho
Nancy Merrill
John Rowen
Dennis Whittemore

RECYCLING COMMITTEE

Our comprehensive Recycling Program in Boxford continues to flourish. In 2007 our town recycled approximately **41%** of our trash. Our Town successfully applied for and received a Municipal Recycling Grant for an educational recycling toolkit. The charts on the following pages show what items can be recycled, how to prepare them, whether they are collected at the curb or at the Drop-Off Center and any fees.

There is no direct cost to residents for the curbside collection of recyclables; the trash sticker fee covers this expense. However, there is a charge for some of the items at the Drop-Off Center, 7 Spofford Road. Residents are encouraged to pay any fee at the Drop-Off Center by checks made out to the Town of Boxford. We remind residents that they may **ONLY** drop off recycling items on **Saturdays from 8 AM to 3:30 PM** when an attendant is present to supervise and collect fees. Motor oil and oil filters may only be dropped off on the **first Saturday of every month between 8 AM and Noon.**

Cooperative, successful, and continuing events this past year included an April Earth Day celebration in conjunction with the Boxford Village Garden Club and our twentieth annual household hazardous waste collection day with the towns of Topsfield and Middleton in November. Our 2008 collection will be held on Saturday, November 8. Residents are urged to take advantage of this opportunity to properly dispose of any household toxic product. This year through an agreement with the Town of Topsfield's Road Commissioners to allow Boxford residents to access their compost site for a $5 fee per visit payable by first purchasing a compost ticket in Boxford, we got the compost drop off up and running. With a compost ticket Boxford residents can drop-off brush and yard waste at Topsfield's Highway Facility, 267 Boston St., between April 1 and Nov 15 from 9 AM to 1 PM.

Please take note our vendor, Got Books, at the Drop-Off Center which accepts new & used books, videos & CDs, DVDs, audio books, records & LPs, sport cards, comic books, video games, computer software & games pays our town income for the tons collected. The Town received $127 this year. In June we held our first Town sponsored paper shredding event for residents with new vendor, Universal Shredding.

Volunteers are the lifeblood of our town. The Recycling Committee is extremely gratified by the volunteer efforts of neighborhood groups, Scout troops, families and individuals who picked up litter and recyclables from roadways on Earth Day; and by community residents and League of Women Voters members who helped out on Household Hazardous Waste Day.

For easy access to timely recycling information residents can visit www.cleanup.org or the Town website's recycling pages at www.town.boxford.ma.us. Remember to "Buy Recycled": buying recycled

products is critical to making recycling cost-effective for our town by creating markets for the materials we collect.

Please find below the total amount of materials recycled in Boxford during calendar year 2007:

MATERIALS	TONS		UNITS
Mixed Paper & Cardboard	895		
Commingled	393		
(Plastics #1, #2, #3, #4, #5, #6 #7; Glass; Aluminum cans; Tin cans)			
TOTAL CURBSIDE	1288		
Corrugated Cardboard	40	Tires	52 car
Scrap Metal & Appliances	72	Auto Batteries	50
		Motor Oil	1845 gallons
Construction/Demolition**		127** Oil Filters	2 (55-gal)
		Computers/TV	62,560 lbs.
		Propane Tanks	35
Got Books	6		

[**DEP does not credit C/D towards recycling rate.]

Salvation Army bins emptied 104 times 2 tons

EST. DROP-OFF 118

Compost*** (DEP still calculating)
***DEP will credit leaves, yard waste & Christmas tree composting as we do not accept these for solid waste

Combined Tons Diverted (DEP still calculating, at least 1351)
Disposed Trash 1937
Estimated Diversion Rate 41 %

Karen Sheridan, Chair
Teri Allen
Joanna Daniel
Lorraine Ott
Nancy Woolford

QUICK FEE SCHEDULE

DROP-OFF RECYCLING CENTER

Residents must check in with Recycling Attendant who will determine and collect fees. Only checks made out to the Town of Boxford are encouraged.

APPLIANCES & METAL ITEMS	
Refrigerators	$20.00
Dishwashers	$10.00
Washers/Dryers	$10.00
Humidifiers/ Dehumidifiers	$10.00
Ovens/Stoves	$10.00
Water Tanks	$10.00
Microwave Ovens	$ 5.00
Gas Grills	$ 5.00
Lawnmowers	$ 5.00
Propane Tanks (20lb)	$ 5.00
Propane Tanks (30.b)	$20.00
Bicycles	$ 1.00

LARGE BULKY ITEMS	
Mattress or Box Spring	
Single/double	$15.00
Queen/king	$20.00
Sofas	$30.00
Sleep Sofas	$35.00
Stuffed Chairs	$20.00
Recliners	$25.00

MERCURY & FLOURESCENTS	
Mercury Items	$ 1.00
Bulbs under 8 ft.	$ 1.00
Bulbs 8 ft. & over	$ 2.00
Broken glass bulbs	$ 2.00

CONSTRUCTION & DEMOLITION

Depending on volume ranges from:
$10.00 per 32-gallon barrel
$20.00 per car trunk
$30.00 per cubic yard
$55.00 per station wagon
$75.00 per minivan
$75.00 per ½ ton pick up truck
$100.00 per pick up truck load

Includes: wood furniture, shingles, piping, tiles, brush, plumbing fixtures, plate glass, door, windows, sheet rock.

TIRES	
Car Tires	$ 5.00
Truck Tires	$10.00
Auto Batteries	$ 5.00

TELEVISION/COMPUTER MONITORS	
Up to 22 inches	$10.00
22 to 31 inches	$15.00
32 to 46 inches	$20.00
47 & over, console	$25.00
Monitors	$ 5.00
CPUs	$ 5.00

CURBSIDE RECYCLING
Preparing Recyclables

MATERIAL	WHAT TO RECYCLE	PREPARATION	DO NOT INCLUDE
ALUMINUM	Only pure aluminum cans.	Rinse clean.	No bottle/jar lids, pie plates, foil, cans with paper or plastic parts.
GLASS	Bottles and jars that have been used for food or drink.	Rinse clean, remove caps or corks. O.K. to leave paper labels on.	**No broken glass, dishes, ceramics, mirrors, plate glass, light bulbs, metallic coverings.**
METAL CANS	Steel or tin & mixed metal tin cans.	Rinse clean	No cans with paper parts in them, paint cans, automotive product cans, or scrap metal.
NEWSPAPER and CORRUGATED CARDBOARD	Newspaper, corrugated cardboard brown paper bags, magazines, catalogs, telephone books, junk mail, paperboard (i.e., cereal & tissue boxes)	Place in paper bags or tie with string. Cardboard needs to be in 2'x 2' squares or smaller and can be co-mingled with mixed paper and paperboard. Remove cereal box liners.	No, waxed/coated paper. **No plastic bags.**
PLASTIC 	Only rigid **containers** marked: **#1 - PETE, #2 - HDPE, #3 - PVC #4 - LDPE #5 - PP #6 - PS or #7 - OTHER**	Rinse clean. Co-mingle Styrofoam large packing pieces, cups & trays in recycling bin.	No item that is not marked with the numbers listed inside the recycling logo. **No packing peanuts. No plastic bags, no containers of motor oil, paint, aerosol or hazardous materials**

Use it up, wear it out, and make it do, or do without.
New England Proverb

These items can only be recycled at curbside, **NOT** drop-off.
The reverse holds true for the drop-off items, only drop-off **NOT** curbside.

Drop-Off Recycling Center

Located behind DPW Garage, 7B Spofford Road
Open Saturdays from 8:30 A.M. to 3:30 P.M.

Checks made payable to Town of Boxford

Material	What To Recycle	Preparation	Do Not Include
Aluminum	Pans, foil	Rinse clean.	
Batteries Motor Vehicle *Fee $5 Button Ni-Cd Rechargeable	Car, truck, motorcycle, open cell Small buttons used in watches, hearing aids, pacemakers, cameras Batteries in power tools computers, camcorders	Place in marked bin. Place in marked container. Place in marked container.	No alkaline household batteries.
Bulky Items *Fee based on volume	Mattresses, sofas, rugs	Place in marked bin.	
C&D Construction &Demolition Debris Wood *Fee based on volume	Wood, lumber, doors, windows, plate glass, mirrors, plaster, plumbing fixtures, tiles-ceramic, linoleum, shingles, cabinetry, brush	Place in marked bin.	No bricks, mortar, cement, blocks, stones, rubble, hazardous wastes: lead, asbestos, toxic chemicals.
Corrugated Cardboard	Heavy cardboard, usually brown with ridged layer sandwiched between two flat sheets	Must be flattened. Keep dry.	No cereal or gift boxes, frozen food boxes, milk or juice boxes, other types of cardboard.
Got Book Items	Books, videos, CDs, DVDs, records, LPs, sport cards, comic books	Place in Got Books marked container	No Magazines, catalogs, directories
Metal Appliances Large Appliances *Fee based on volume	Washers, dryers, stoves Refrigerators, freezers, air conditioners, dehumidifiers	Doors off.	No TVs, wood, cement, tires, plastic parts.
Mercury-bearing Items *Fee	Fluorescent bulbs, thermometers, thermostats	Place in shed.	
Salvation Army Items Large item pick-up, call (617) 231-0803	Clothes, shoes, blankets, sheets Small appliances Household items, Toys	Clean, reusable. Boxed or bagged, must fit in container.	No soiled, torn, broken, unusable, or items too big to fit in bins.
Scrap Metal *Fee based on volume	Pipes, wire, cast iron, mixed heavy metals, light iron, scrap aluminum	Place in metal bin. Containers must be empty & free of residue.	No closed containers.
Televisions & Computer Monitors *Fee: $10 - up to 22 inch $15- over 22 inch $20 – console	TVs, Computers, Monitors, CPUs, VCRs, DVDs, Stereos, Scanners, Fax Machines, Printers	Place in CRT marked bin	
Tires *Fee: $3.00 each car tire $8.00 each truck tire	Small truck or car	Rims okay.	
Waste Motor Oil 1st Saturdays **Only** **8AM to Noon**	Crank case oil, diesel oil, transmission fluid	Capped containers.	No gasoline, anti-freeze brake fluid, PCBs, etc. Anything other than what is specifically allowed.

VETERANS' GRAVES OFFICER

All Veterans' Graves were decorated for 2007 with a flag before Memorial Day. The graves were inspected and are all in good order with the exception of the Perkins lot. The number of Veterans' Cemetery lots for 2007 are as follows:

Boxford Village Cemetery Georgetown Road East Boxford Village	84	Brookside Cemetery Main Street West Boxford Village	63
Harmony Cemetery Ipswich Road	33	Mt. Vernon Cemetery Mt. Vernon Road	91

Flags were replaced at all Veterans' Monuments this year: The Melvin Green Monument, the Fireman's Monument in the East Village, the Veteran's Memorial Park Monument on Washington Street and the Civil War Monument at the corner of Main Street and Washington Street.

Kenneth Chadwick
Veterans' Graves Officer

DEPARTMENT OF VETERANS SERVICES
NORTH ANDOVER/BOXFORD DISTRICT

The Town of North Andover reappointed Edward V. Mitchell to the position of District Director of Veterans Services for an additional three year term to end on June 30, 2009. The Department of Veterans' Services is to advocate on behalf of all the Commonwealth's Veterans and provide them with quality support services and to direct an emergency financial assistance program for those Veterans and their dependents who are in need of benefits and services. In 1946, the Selectmen of the Towns of North Andover and Boxford voted to form a district and appointed a District Director of Veterans' Services to carry out the provisions of Chapter 115 of the General Laws. The Veterans Service Officer (**VSO**) is located at the North Andover Town Hall on Main Street. Walk-ins are always welcome however, we recommend calling first to ensure a representative is present.

OFFICE HOURS: Monday through Thursday, 8:30 a.m. to 4:30 p.m. (978) 688-9525 or for urgent matters, call (978) 807-7286, or email us at veteranagent@comcast.net. * If necessary the VSO will make home visits

SERVICE PROVIDED AS DIRECTED BY THE COMMONWEALTH OF MASSACHUSETTS:

Financial Assistance
Medical Services
Educational & Burial Benefits
Property Tax Exemptions
Veterans War Bonus
Motor Vehicle Plates (Veteran, P.O.W.)
Obtaining copies of discharges
Replacement of Service Medals
Burial Internment for Veteran and Spouse
V.A. Home Loans and education benefits
V.A. Work Study Allowance Program
Pre-registration for internment in Veterans Cemetery
Gold Star Mothers & Fathers Annuities
Blue Star Service Banners
Civil Service Employment & Housing Programs
Life Insurance and Widows Pensions
Veterans Disability Comp & Pensions
V.A. Hospitals/Clinic Enrollment and
Prescription plan

All of these programs are subject to eligibility according to State and Federal Guidelines.

Expenditures: The Veterans Services salary and office expenses total $48,520.00. The Town of Boxford apportionment for salary and office expenses total $10,965.52. An additional $8,489.00 was paid out for emergency / financial assistance with 75% being reimbursed by the Commonwealth.

NORTH ANDOVER / BOXFORD VETERANS SERVICES DISTRICT BOARD MEMBERS:

Edward V. Mitchell	Alan Benson	Mark Rees
Director of Veterans Services	Boxford Town Administrator	North Andover Town Manager



Veterans, we want you to receive the BenefitsYou and your family have earned
Contact your Veterans Service Officer Today

INDEPENDENT SERVICES FOR THE TOWN OF BOXFORD

Boxford Cable Access Television
(BCATv)

Boxford Trails Association/
Boxford Open Land Trust
(BTA/BOLT)

Help for Abused Women and
Their Children
(HAWC)

Historic Document Center

Tri-Town Council on
Youth & Family Services, Inc.

BOXFORD CABLE ACCESS TELEVISION

BCATv

www.BoxfordCableTv.com

During our second year of operation, BCATv has continued to provide the residents of Boxford with high quality, locally produced shows on two channels.

Currently, we provide two separate sets of programming content: Public Access on Comcast Ch. 10 / Verizon Ch. 45, and Government Access on Comcast Ch. 22 / Verizon Ch. 39.

Our Public Access channel is typically operational 18 hours per day from 7:00 a.m. until 1:00 a.m., 7 days per week for a total of over 6,000 hours of programming annually! Using a block scheduling system, each week we air a minimum of 5 religious shows and 9-11 non-religious shows, which are repeated 5 to 6 times during the week at different hours of the day. We broadcast significantly more hours of local community originated programming than our surrounding neighbors, including most of the larger cities.

We currently have almost 20 different Public Access volunteers regularly producing original local content using their own equipment, or equipment provided by BCATv. These volunteers range in age from 15 to almost 60 and take a lot of pride in the content they submit. A majority of the production and all of the playback expenses for this content are assumed by BCATv.

During the Fall and Winter seasons, our volunteers submit a lot of Masco and youth sporting events, such as football, soccer, ice hockey, field hockey, indoor track, gymnastics and basketball. We also tape all of the Masco Senior Week events, the Middle and High School concerts, as well as the Spofford band concerts.

This past year, BCATv made a concerted effort to secure non-sports related events in order to air content appealing to a wider audience.

As a result of this effort, we have established a relationship with Beverly Hospital to tape and broadcast approximately two medical related lectures per month. We have also secured content from the U.S. Department of Education, Rt. 9 Veteran's Forum, and Ablevision; taped various Boxford Garden Club presentations, various live concerts / special events, and our own locally produced series: Gina's Everyday Gourmet and Boxford Environment Matters. We have also hosted and taped several live concerts at the Community Center.

Our Government Access channel is operational from 9:00 a.m. to approximately 10:00 p.m., 7 days per week for a total of over 4,500 hours of annual Boxford local government programming. No other Government Access entity in Essex County covers as many government meetings as BCATv does.

The following board meetings are usually broadcast live: Selectmen, Conservation Commission, Planning Board, Board of Health, Elementary School Committee, and the Community Preservation Commission. All the other major boards meeting at Town Hall and our annual/special Town Meetings are usually broadcast on a tape delay basis. We also tape the Masco School Committee Meetings and other committees that meet outside of Town Hall. All meetings are replayed several times during the following 7 days.

We have about 10 Government Access volunteers, most of whom range in age from 13 to 25. All production and playback expenses are covered by BCATv.

One question we continually ask ourselves is: "Does anyone watch our channels?"

What I can tell you is that Gina was recently asked at Crosby's in Georgetown, if she had bought a new garlic press. A referee from Peabody told me that he saw himself refereeing an indoor soccer game on Verizon Ch. 45 in Peabody. A Boxford resident told me at a playoff basketball game that he watches us all the time. A father of a player I used to coach in softball 10 years ago recently called me to say the same thing. I am certain that people do watch us frequently.

Our most significant accomplishment this past year was securing our 501 (c) (3) status non-profit exempting under the Internal Revenue Code. We achieved this goal within 45 days of the first submission of our 62 page application to the IRS. This milestone means that BCATv is qualified to receive tax deductible contributions under section 2055, 2105 or 2522 of the IRS Code. During this IRS advance ruling period, BCATv has been classified as a public charity.

In looking down the road, the BCATv is very concerned about the future of PEG (Public, Government, and Educational access television). As you may or may not be aware, funding for our PEG television stations is specified in a franchise license that is negotiated between the Town of Boxford and the franchisees (Comcast and Verizon). Our current agreements are scheduled to expire in 7 and 10 years.

It is our Board's opinion that cable television, as we know it today, will no longer exist in 10 years, which means that funding for BCATv will also no longer exist after our contracts with Comcast and Verizon expire in the next decade. We see internet delivery of video content, which is exempt from the Cable Television Act of 1996, to be the next big frontier.

BCATv is looking in earnest today for solutions that will extend our life beyond the end of our existing franchise agreements. As an example, during the past year we setup a Google Video account and uploaded over 40 videos for viewing over the internet. We have had a lot of positive response to this initiative. As a result of your encouraging feedback, we are now looking into various "video on demand" playback systems to augment our existing scheduling system.

In closing, we appreciate all of the positive feedback we have received.

We also encourage all Boxford residents to take a chance and become involved with BCATv. We have a lot of resources we can provide, such as training, loaning equipment, and mentoring. We will also be happy to provide the best resource, enthusiasm!

We all love what we do and encourage you to do the same. Feel free to email me at BradS@BoxfordCableTv.com. Be sure to check out our website at: www.BoxfordCableTv.com.

We thank you all so much for your support.

Brad Sweet
Rick Rivers
Stephen Webster
Directors, Boxford Cable Access Television Corporation.

BTA/BOLT, Inc.
BOXFORD TRAILS ASSOCIATION / BOXFORD OPEN LAND TRUST

Following through in 2007 with projects started in 2006, BTA/BOLT trail committee hired a native Boxfordian, Ralph Abruzese, to lay out a trail system in Anvil Farm woods under the supervision of Conservation Commission Administrator, Ross Povenmire. Ralph cut the new trails, incorporating a number of very interesting nature scenes into this trail system. Please visit this scenic protected area with your family. Park at the Haveys Pond parking area or along Main Street opposite the Meadow Brook Farm where the belted cattle reside. Anvil Farm, a 28-acre historic farm, was purchased by Boxford with help from the Community Preservation fund, and many private donations to the BTA/BOLT Anvil Farm fund, and preserved through a permanent APR (Agricultural Preservation Restriction).

The equestrian community ran another successful horse show on the preserved Lockwood-Moore field off Lockwood Lane in July. Saturday, July 19 is the date for this year's show. The public is invited to come and watch the event where horse and rider enjoy ring work, jumping, trails course and dressage. Park in the field and lunch is available.

Tuesday and Thursday mornings are scheduled walks. Steve Davis is the Tuesday walk leader. His schedule is printed in the newspapers every three months, on the BTA/BOLT web site (www.btabolt.org) and in the BTA/BOLT newsletter. The Thursday walkers review the Boxford trails, check on the signage, and sometimes do light trail work.

BTA/BOLT's trail map and the BTA/BOLT Guide to the Bay Circuit Trail and Other Walks in Boxford is available for purchase at many locations: Boxford Village and West Boxford libraries, Town Hall, Wayne's Community Store, West Boxford Provisions, and other area stores. "Exploring Boxford's Beautiful Trails," is a family guide that includes crafts and information about local wildlife and is available through the BTA/BOLT office and Town Clerk's office.

Annually, BTA/BOLT features an informative booth at the September Apple Festival, September 20, this year. Enjoy this festive occasion and please visit our booth.

The Boxford trails system is open to many non-motorized users. Please be a conscientious trail user at all times. Everyone will thank you.

BTA/BOLT, under Jean Dewberry, commenced a trail and parcel monitoring project. Jean placed "Seeking Help" posters for Trail Monitors at kiosks and Boxford Village stores. Volunteers walk their assigned trail and report on conditions at least yearly. Response has been very good. If interested in becoming a trail monitor please contact BTA/BOLT at 978-887-7031.

BTA Summer Camp '07 Enjoys a Successful Launch
Twenty-three eager campers enjoyed two weeks of exploring Boxford's trails and learning about the diversity of plant and wildlife that's found here in town. From birds to beavers, these budding naturalists showed endless curiosity and a heartwarming enthusiasm for learning about nature.

Each day of the week was themed. For example, Monday was bird day. Our lead counselor, Michael Tyler, discussed adaptations with the children, including webbed feet, talons, and different types of beaks. We walked to Haynes field where we found wild turkey feathers. As if on cue, a red tailed hawk came out and put on a flying show for us.

Junior counselors Anna Manning and Katie Kraunelis showed the kids how to make bird-themed crafts. Tuesday was frog day. Wednesday was fairy house day, featuring a trip to Kelsey Arboretum to build fairy houses. The children were enthralled and spent nearly two hours building individual houses for their animal friends. Thursday was insect day. Friday, we had a special guest speaker, Joe Giarusso, teach us about beavers. He brought beaver and river otter pelts for the children to examine and then led us on an insightful hike in Bald Hill.

Each day featured specially-themed games and crafts and everyone had a great time - campers and counselors alike.

2007 marked the completion of 29 years of trail preservation and maintenance in Boxford. Many thanks to everyone who has supported BTA/BOLT, Inc. over the years, and thank you for your continuing support as we begin our 30th year.

Officers and Directors	Directors	
Nancy Merrill, Chair	Alison Chase	Mary Ellen Iorio
Natasha Grigg, President	Jean Dewberry	Andrew Plucinski
Judy Gore, Vice President	Paul French	Barbara Shade
	George Horner	Angela Steadman
David Ingalls, Treasurer	Bev Ingalls	Mary Beth Stevens
Steve Davis, Secretary		

HAWC – HELP FOR ABUSED WOMEN AND THEIR CHILDREN

Since 1978, HAWC (Help for Abused Women and their Children) has been the only agency providing domestic violence prevention and comprehensive services to women and their children in 23 North Shore cities and towns from Saugus to Gloucester.

Based in Salem with outreach offices in Gloucester and Lynn, HAWC's free domestic violence services include emergency shelter, 24-hour hotline, advocacy in courts and health care settings, support groups, counseling, and education in schools throughout the North Shore. Research has shown that 60% of battered women report that their first instance of battering occurred in a teenage dating relationship. HAWC's Youth Outreach Program seeks to educate teens before they establish patterns of unhealthy relationships that can last a lifetime.

HAWC has 24 paid staff, a 15 member Board of Directors, and over 200 volunteers (our 24 hour, 7 day-a week Hotline is staffed by volunteers).

In FY 2007 HAWC provided the following services:

- 3,734 Hotline calls.
- 342 individuals attended our support groups.
- 506 people received individual support and advocacy.
- 80 trainings sessions were conducted by HAWC staff to community agencies.
- 170 children and their parents received counseling through our Children's Program.
- 5,425 middle & high school students participated in Youth Violence Prevention.
- 2,560 victims received support and assistance from HAWC legal advocates in court, and 411 victims were counseled via the telephone.
- 56 individuals and their 60 children received services at the HAWC shelter.

<u>Town of Boxford residents</u> received the following services from HAWC during FY 2007:

- 4 hotline calls were from the Town of Boxford.
- 1 woman from the Town of Boxford received advocacy and counseling.
- 40 students from the Town of Boxford received education on bullying/teasing and healthy dating relationships.

HAWC collaborates with many partners in helping women to break free from abuse. The religious community, colleges and universities, businesses, law enforcement, health care professionals, schools, city and town officials are all helping to raise awareness, end violence and assist victims. By coming together as a community, exchanging ideas, and coordinating efforts, we are taking significant steps to end violence against women.

27 Congress Street, Salem, MA 01970 • Telephone (978) 744-8552 • www.helpabusedwomen.org
Fax: (978) 745-6886 • 24 Hour Hotline (978) 744-6841 • Gloucester Hotline (978) 281-1135 • TTY: (978) 744-1818

BOXFORD HISTORIC DOCUMENT CENTER

Since its establishment in 1976, the Boxford Historic Document Center has served as an archives and local history center for the town. It is run under the auspices of the Ingalls Memorial Library Association.

The Document Center had 130 visitors in 2006. People came to research our collections, look at exhibits relating to Boxford's people and places, tour the Doll House, or just reminisce about old times. A reunion of some of the descendants of the John Parkhurst family met here in June. Many people stopped in during our Open House, held in conjunction with the West Boxford holiday celebration on December 2. Tenth grade Masconomet students used the Document Center's resources for their local history projects. The BHDC's staff also answered numerous telephone calls, letters, and e-mails.

Many of our researchers are from Boxford or are people interested in studying families who lived here. They consult collections of family papers, books, maps, photographs, town records, and local newspapers. We are always looking to acquire new collections. People often assume that we only need things that are "old" or "valuable." However, we are as interested in locating 20th century material as that from earlier years. Photographs and postcards of buildings or town events, memorabilia from local clubs, schools, churches, or other activities, newspaper articles, scrapbooks, and files recording personal involvement in town government are enthusiastically accepted.

Thanks to the generosity of the Community Preservation Committee and voters at Town Meeting, the Document Center was able to obtain a new microfilm reader-printer. This will enable researchers to view and print from the microfilm held by the Document Center, which includes town records, local newspapers, and federal census schedules.

This year our staff included Martha Clark, Kathy Phillips, and Lu Gould. In addition to answering reference requests, we arrange, catalog, and describe collections donated to the Document Center. Two collections, in particular, should receive special notice. The papers of Dorothy Woodbury, donated by her family, are an amazing set of documents relating to land title research in Boxford. First Church, Congregational has deposited their historical records in the Document Center, making a companion collection to the Second Church records, which are also on deposit.

The Boxford Historic Document Center is open for researchers and visitors on Wednesdays, from 9 until 4, and Wednesday evenings, 7:30 to 9:30. We are also open the first two Saturdays of each month, 10 to 3. Appointments may be made with the archivist if these hours are not convenient. Books about Boxford's history are available for sale at the Center, along with sweatshirts and T-shirts printed with the town seal.

Martha Clark, Archivist

TRI-TOWN COUNCIL ON YOUTH AND FAMILY SERVICES

WHO WE ARE

The Tri-Town Council (TTC) is a non-profit professional service organization whose mission is to reduce at-risk behavior and improve the emotional health and safety of Tri-Town youth by delivering specialized prevention and intervention services that meet the needs of our community. Unlike other counseling centers, TTC works exclusively with the needs of Tri-Town residents.

Our goal is to anticipate and be responsive to community needs. Agency by-laws ensure close contact with Tri-Town residents' concerns by mandating that our Board of Directors includes volunteer representatives from each of the three towns. For the past year, Boxford has been very well represented by Leslie Levenson, Jan Pazar, Susan Flaherty, and by a student board of directors, comprised of more than twenty young men and women in Masconomet Schools, grades 9 -12.

WHAT WE DO

The Town of Boxford benefited from the following TTC activities and programs over the past fiscal year:

- **Adjustment Counseling:** Provided by two full-time professional counselors at Masconomet Regional School. Adjustment counseling services are geared primarily to students in the special needs program. However, virtually all of the 900+ students from Boxford in grades seven through twelve received some benefit from these counselors either in one-on-one meetings, in groups, in the classroom, in an assembly, or through distributed materials. TTC Counselors also work as needed with the families of the students they see. In addition, counselors attend case conferences, individual education plan meetings, emergency management meetings, committee meetings, and student orientations. TTC adjustment counselors made over 600 contacts with Boxford students, including 18 regularly assigned Boxford special education students over the past year. The most prevalent issues include relationship problems, mood disorders, alcohol and drug use, family turmoil and school adjustment problems. Adjustment counselors also dealt with pregnancies, suicidal ideation, violence, bullying, harassment and anger management.
- **Community Counseling:** 386 hours of clinical services were provided to 58 individuals, families or couples in the Tri-Towns. 76 hours were provided specifically to 16 Boxford residents.
- **School Presentations:** A presentation on topics relating to "transitions" were made to the sixth grade class at Spofford Pond School.
- **Community Presentations:** In the past year, TTC offered or co-sponsored four major community presentations: A drug and alcohol forum; Netsmartz,

an internet safety presentation; Stop the Roller Coaster, a program focused on parenting teenagers that was attended by more than 100 people; The Pressured Child, a presentation by Michael Thompson, a nationally known author and psychologist, which was attended by over 500 people. Much of the credit for TTC's community presentations goes to our new community programming coordinator and Boxford resident, **Lisa Teichner.**

- **Project Safety Net Hotline** provides a 24 hour, seven days a week telephone access to a counselor (978-771-4619) for information, referral and crisis counseling. We received crisis calls through Safety Net on an average around one per week for a total of 60 in the past year. TTC received many additional crisis, or urgent, via our main number (978-887-6512).
- The **Horizons** after school enrichment program was available to all Boxford elementary school children. Program director, Debbie Adam, reported that at least twelve courses, including science, drama, crafts, science, beading and fun with electricity were run, with over 85 children participating, for each of the fall, spring and winter semesters, as well as a ski program at Bradford Ski Area.
- The **Community Giving Tree**, donated over $7,000 to children and families in the Masconomet community who needed a helping hand over the holidays. This program also collected and donated winter clothing to the needy, ran a used toy fair and collected baby equipment.
- The **Sponsor-a-Child** program donated hundreds of gifts, with the help of over 75 volunteers, to approximately 44 needy children in Salisbury, MA to help them have a happy and healthy holiday season. In addition, over $1,700 in cash donations were made.
- The **D.A.S.H.** (Disability Awareness Starts Here) program was active in Boxford and Topsfield elementary schools. D.A.S.H. is an important educational program, which uses 250+ community volunteers a year to experientially teach second through fifth graders (more than 800 students) about physical and emotional disabilities.
- **Enough Abuse:** TTC has worked this year to help bring the Enough Abuse campaign (www.enoughabuse.org) to prevent child sexual abuse to the Tri-Towns.
- The substance-free all night **Graduation Party** was a tremendous success, attended by 250 graduates in 2006. A third of its attendees live in Boxford.
- A TTC **Website**, www.tritowncouncil.org, exists for the benefit of Tri-Town residents and others, with continuously updated information, links, on-line counseling, and an extensive local resource list.
- TTC distributes a quarterly newsletter, **The Reality Check**, to our membership in Boxford. The newsletter contains information on topics of interest such as Cyber Bullying, Domestic Violence, Dangerous Drugs, Drinking and Driving, and updates on Council activities.
- Sponsorship of the **S.T.E.P.** (Systematic Training for Effective Parenting), an eight-week course on parenting offered by Joan Wing, LICSW, which can benefit Boxford residents.

- **Information, Consultation** and **Referral** services through our administrative office.
- Providing support for the **Fall Foliage Classic Road Race**, sponsored by the Rotary Club of Topsfield, Boxford, and Middleton, that is held each October, starting at the Proctor School in Topsfield.
- Contributing **newspaper articles** on topics of local concern.
- Supporting **ABC Masconomet** through counseling and consultation services, as needed.
- **Active participation and leadership in Tri-Town working committees:** In FY '07, the Council was a member of the Social and Emotional Development Advisory Council (SEDAC), The Massachusetts Council of Human Services Providers, the Graduation Party Committees, the Rotary Club of Topsfield, Boxford, and Middleton, the Middleton Board of Trade, the Community Collaborative Initiative and the Massachusetts Bay United Way.

OUR FUNDING
Boxford residents voted to provide TTC with $26,542 in FY 07, which is just over $3.00 per resident. This funding amounted to 6% of our total budget and was extremely important to the financial health of TTC. Altogether, the towns of Topsfield, Boxford, and Middleton accounted for 20% of TTC's budget.

IN SUMMATION
The Town of Boxford was well served by the Tri-Town Council in fiscal year 2007 and received a very good return in services for each dollar spent.

At the Tri-Town Council, we appreciate that every dollar of our budget is in one way or another donated by Tri-Town residents. Therefore, we spend that money very carefully, as demonstrated by the following:
- Community volunteers staff many of our projects,
- Our Board of Directors is comprised entirely of volunteers,
- Our finances are reviewed by a certified public accountant each year,
- With part-time administrative staff, our overhead is kept low, and
- Our programs are run as efficiently as possible.

The staff and Board of Directors of the Tri-Town Council appreciate your continued support.

Staff:
Gary Sinclair, Executive Director
Nancy Coughlin, Business Manager
Joan Murphy, Masconomet Adjustment Counselor
Gail Analoro, Masconomet Adjustment Counselor
Adam Thurlow, Masconomet Adjustment Counselor

Boxford members of the TTC Board of Directors
Leslie Levenson, President
Susan Flaherty, Treasurer
Jan Pazar

Affiliates:
Debbie Adam, Horizons Director
Emily Kirsch, EAP Counselor
Joan Wing, S.T.E.P. Program Therapist
Disabilities Awareness Starts Here (DASH): Keith Quenzel

BOXFORD TELEPHONE NUMBERS



COMMUNITY SERVICES

Council on Aging 978-887-3591
Town Beach at Stiles Pond-Emergency Only 978-352-7033
Historic Document Center 978-352-2733
Sealer of Weights & Measures 978-887-4101
HAWC (Help for Abused Women & Children) 978-744-8552
Tri-Town Council on Youth and Family Services 978-887-6512
Veteran's Agent 978-807-7286

DEPARTMENT OF PUBLIC WORKS (Fax: 352-5558)

Highway Garage 978-352-6555
(24 Hour contact via the Communications Dept) 978-887-8135

EMERGENCY (Police and Fire) **911**

PUBLIC SAFETY (Fax: 978-887-8138)

Animal Control Officer 978-887-8136
Communications Department 978-887-8136
Fire Department 978-887-5725
Police Department 978-887-8135

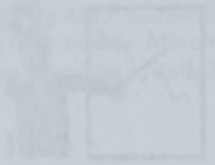
LIBRARIES (Fax: 978-887-6352)

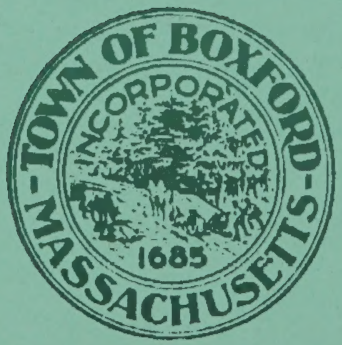
East Boxford Village 978-887-7323
West Boxford Village 978-352-7323

POST OFFICES

East Boxford Village (01921) 978-887-0837
West Boxford Village (01885) 978-352-6632

TOWN HALL OFFICES 978-887-6000
Office of the Selectmen/Town Administrator (Fax: 887-5361) Extension 502
Accounting/Finance Director (Fax: (978) 887-3151) 503
Assessor's (Fax: 978-887-3546) 504
Town Clerk (Fax: 978-887-3546) 501
Treasurer/Tax Collector (Fax: (978) 887-3546) 505
Buildings Inspector (Fax: 978-887-1236) 508
Electrical Inspector 508
Plumbing Inspector 508
Conservation Commission (Fax: 978-887-3466) 506
Board of Health (Fax: 978-887-3466) 507
Planning Board (Fax: 978-887-3466) 509
Animal Inspector (Fax: 978-352-5238) 978-352-6336





Boxford, Massachusetts
2007 Annual Town Report